

## WATERBEACH PARISH COUNCIL

### Minutes of the Waterbeach Parish Council meeting held on 29 June 2020

#### 20/22 THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Cllrs Bavester, Bull, Gilzean, Grant, B Johnson, P Johnson, Rabbett, Seamarks, Shipp, B Williams, J Williams, J Williamson, M Williamson, Wright

Apologies: Cllr Howlett

In Attendance – S Mason, Clerk

#### 20/23 OPEN FORUM

No members of the public were present

#### 20/24 MEMBERS' INTERESTS

None declared

#### 20/25 RECREATION GROUND CAR PARK

The Clerk presented some images of work in progress and advised that the contractors were aiming to complete work by 10 July.

In line with the contract an interim payment of £85,000 was to be made. This is in line with the contract and with the WPC Financial regulation

#### 20/26 TRANSFERRING BANK FUNDS

The Clerk explained that the interim payment referred to above negated the need to action resolution 20/17. The proposal now was therefore to transfer in £30,000 from the CCLA S106 fund into the Unity Trust bank account. A further transfer would need to be organised on completion of the work.

The proposal was **AGREED**

**Proposed: Cllr Bull Seconded Cllr Seamarks Unanimous**

#### 20/27 STAFFING

It was **AGREED** to recruit to a new post of Finance Officer on an average 10 hours per week over a 12 month period. The recruitment process should ensure the postholder would be available for end year accounting.

**Proposed: Cllr J Williamson Seconded: Cllr Rabbett In favour 13 Abstention 1**

#### 20/28 EXCLUSION OF PUBLIC

It was **RESOLVED** in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item (s) the Chairman asked that in the public interest the public and press be temporarily excluded from the meeting and were herewith instructed to withdraw.

**Unanimous**

#### 20/29 CONFIDENTIAL STAFFING MATTERS

##### Neighbourhood Plan/Admin Clerk.

Cllrs discussed the impending expiry date of the employment contract of Neighbourhood Plan/Admin Clerk. The job description already covered both Parish Council administrative tasks and neighbourhood plan and allowed for the proportion of input between the two to vary when NP work reduced. Cllrs therefore **AGREED** that the Neighbourhood Plan/Admin Clerk's employment should continue as a permanent staff member.

**Proposed: Cllr Bull Seconded: Cllr J Williams In favour: 12 Abstentions: 2**

The remainder of the discussion is minuted in the Council's Confidential minutes book.

The meeting closed at 8.40pm

SIGNED..... Date.....

DRAFT