



## EXTRAORDINARY PARISH MEETING

26 November 2020 8pm.

### MINUTES

#### Present:

**Councillors:** Cllr. Ross (Chair), Cllr. Westin, Cllr. Murphy, Cllr. Hall

**Clerk and RFO:** Mr S Baxter

**Members of the public:** One

**Meeting commenced at 8.10pm**

### AGENDA ITEMS

#### 1. Welcome to all Councillors and any members of the public sitting in observation

The Chair welcomed all, including the new Clerk and checked all Councillors were able to see, hear and be heard as the meeting was held via a digital format.

#### 2. Members of the public participation – this will be limited to 10 minutes and each member of the public will have a maximum time of three minutes. This is at the discretion of the Chair.

The Chair asked for any comments from any members of the public – none were forthcoming

#### 3. Motion to exclude members of press and public from participation (but can observe) for the following agenda point.

- *Motion to agree the motion was proposed, seconded and agreed unanimously. Motion carried.*

*For the following agenda points members of the public can observe the meeting but cannot take part in any discussion or debate. Any persons not Councillors or the Clerk will be muted on Zoom*

#### 4. General Expenditure authorisation

- Information Commissioners Office (ICO) Registration - £40

The Clerk offered to pay the subscription on behalf of the Council in order to quicken the process to get the ICO registration for the Council completed. The Clerk would then reclaim the payment through expenses claim.



- ii. Salary of the Clerk for November 2020 – *amount withheld due to confidentiality*
- iii. Expenses of the Clerk for November 2020 – £12
  - *Motion to agree to authorise the expenditure items as described in the agenda was proposed, seconded and agreed unanimously. It also agreed to ask the Clerk to use the £10 in cash in the Council files and to deduct the amount from the salary claim.*

The Chair stated that he would arrange with other Councillors to ensure that the Clerk would receive the payment and the Council would look to ascertain if the salary of the Clerk could be made by bank standing order

**The Extraordinary Parish Meeting was closed by the Chair at 8.25pm.**

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