

DOULTING PARISH COUNCIL

**MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON TUESDAY 24th
MAY 2016**

**VENUE AND TIME OF THE MEETING:
THE PRESTLEIGH INN, PRESTLEIGH @ 7.30pm**

		<i>Present:</i> Cllrs Paula Fidge (Chair), Ros Wilkins, Ann Crowcombe, Sarah Goff, Barry Clarke and John Shepherd; also in attendance Alan Butcher (Clerk)	
	1	<i>Apologies for absence.</i> None.	
	2	<i>Declarations of Interest:</i> None.	
	3	<i>Minutes of previous meeting.</i> Motion to postpone acceptance of minutes of the meeting held on 10 th May 2016 until the next meeting on 14 th June 2016. This was agreed unanimously.	
	4	Motion to exclude the press and public from the meeting due to the confidential nature of the business to be discussed. Standing Order 10a xi. This was agreed unanimously.	
	5	<i>Clerks Review:</i> To review clerks working hours, pay scale and other relevant matters. A review was conducted and it was agreed that the clerk's salary should be increased by one point to SCP 26 from 1 st April 2016. It was also agreed to adjust the salary to include 52 weeks per annum rather than the 48 paid in 2015/16 and that the on-going salary should be calculated in this way.	
	6	<i>Budget Review:</i> To review budget in connection with proposed expenditure for picnic tables and the like. There was some discussion about the costs for the proposed picnic tables and bases and it was agreed to trial heavy duty matting available from Mole Valley Farmers as the base rather than concrete as originally proposed. Cllr Shepherd to discuss cost of tables with Valley Sawmills. The proposed bus shelter was discussed. It was agreed to ascertain the costs and seek grants as necessary.	
	7	<i>Review of Councillors Responsibilities.</i> The following responsibilities were confirmed: Waterlip, Cranmore, Glebeland, Quarry Liaison – Cllr Crowcombe. Village Hall, Speedwatch – Cllr Goff Padfield Green – Cllr Wilkins	

		<p>Traffic, Glebeland – Cllr Clarke Prestleigh – Cllr Fidge.</p> <p>Cllr Goff expressed concern about the difficulty in recruiting volunteers for speed watch and what she felt was unwarranted criticism at the recent Parish Council meeting. Cllr Wilkins offered to assist in the short term and further efforts would be made to recruit more volunteers. The situation to be reviewed in the autumn. It was noted that the SID's would soon be available which would help the situation.</p> <p>Cllr Wilkins was happy to continue overseeing Padfield Green along with her group of helpers.</p> <p>Cllr Fidge was happy to continue dealing with the Bath and West.</p> <p>Cllr Clarke noted that he also attended Rural Forum meetings and quarry liaison. He noted the offer by Tony Blaker to deal with highway matters but concern was expressed by other councillors about non-elected persons representing the Parish Council without some form of Terms of Reference. There was a general discussion about the best way to utilise those parishioners other than councillors who had knowledge and experience in dealing with matters of concern within the parish. It was agreed that a remit and protocol should be established to allow this to take place. The chairman and clerk to prepare draft proposals for discussion at the meeting in July. If adopted a three-month trial could be conducted using the agreed Terms of Reference.</p>	
	8	<u>Agenda format and content.</u> – The clerk to prepare amended agenda format and sent to chairman for comments.	
	9	<u>Declarations, dispensations and Review of relevant parts of Standing Orders.</u> – deferred to a future meeting.	
	10	<u>Matters of Report.</u> None.	

The meeting closed at 9pm.

Alan Butcher,
Parish Clerk,
5th June 2016
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