

DOWNTON PARISH COUNCIL



Minutes of the Virtual¹ Ordinary Meeting of the Parish Council held on Monday 14th December 2020 at 7.30 pm.

Present: Cllr Cornell (Chair) and Cllrs Brentor, Hall, Mace, Randall, Roberts and Watts.

In attendance: Unitary Cllr Richard Clewer
Mrs Bev Cornish, Parish Clerk

Also present: Nine members of the public.

210.20 Election of Chair

It was proposed, seconded and RESOLVED that Cllr Cornell be elected as Chair.

211.20 Election of Vice-Chair

It was proposed, seconded and RESOLVED that Cllr Hall be elected as Vice-Chair.

212.20 Public Question Time:

- A member of the public expressed her concerns about item 218.20 on the agenda regarding planning applications 20/09706/FUL and 20/10508/LBC at 20A Lode Hill, Downton, and in particular the height of the building compared to the plans originally approved. She also commented that the building site was making it difficult for her to access her property.
- Mr. Ian Porter and Mrs. Claire Westlake, on behalf of 1st Downton Scouts Group, asked the Parish Council to consider a request to support their funding efforts to improve the facilities at the Scout Hut in Barford Lane.
- Mrs. Nikki Wilson, on behalf of The Downton Society, asked that when the Parish Council meets with Formula Homes concerning their potential planning application that the key points from Downton's Neighbourhood Plan are brought to their attention. In a personal capacity she also expressed her concerns about item 218.20 on the agenda, regarding planning applications 20/09706/FUL and 20/10508/LBC at 20A Lode Hill, that the proposed capping of the garage roof, if approved, would be out of keeping with the street scene of the area.

¹ In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

213.20 Unitary Cllr Richard Clewer

Cllr Clewer provided a short report which included the potential changes to the Local Plan, which may affect the target number of houses for Downton, and for which meetings with parishes were planned for early 2021; the uncertainty of the impact of Covid-19 spending on Wiltshire's budget situation and of a consultation on the People Friendly Salisbury Scheme which was open until 8th January 2021.

214.20 Apologies

The Clerk advised that apologies had been received from Cllr Pearce due to a personal commitment. Cllr Cornell proposed from the Chair and it was RESOLVED that the apology and the reason for it be accepted.

215.20 Minutes

Cllr Cornell proposed from the Chair and it was RESOLVED that the Minutes of the ordinary meeting held on Monday 9th November be approved and signed by the Chair as a correct record.

216.20 Declarations of Interest

a. To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers:

Cllr Cornell declared a personal and non-pecuniary interest and said that she would not speak or vote on the Minute 218.20 regarding the planning application 20/09923/FUL. She also declared a personal and non-pecuniary interest in the request from the 1st Downton Scouts Group.

Cllr Mace declared a personal and non-pecuniary interest and said that he would not vote on the Minute 218.20 regarding the tree works application 20/10404/TPO but that he would advise the meeting of a factual error in the application.

b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered

The Clerk advised that no dispensation requests had been received.

217.20 Business Raised During Public Question Time

Cllr Cornell proposed from the Chair and it was RESOLVED that:

- Members would take into consideration the comments made by the member of the public when considering item 218.20 on the agenda.
- Mr. Ian Porter and Mrs. Claire Westlake were asked to provide a business case for their request so that it may be formally considered at a future Parish Council meeting.
- The Parish Council would take the same approach with Formula Homes as it did at its previous meeting with another developer concerning their potential planning application.

Cllr Cornell proposed from the Chair and it was RESOLVED that item 246.20 on the agenda be moved in front of item 245.20 and that, due to their sensitivity, items 227.20 and 228.20 be moved to the Part 2 - Exempt Matters section of the meeting, just ahead of item 246.20.

218.20 Planning and Tree Works Applications

20/09542/FUL Methodist Chapel, 20 High Street, Downton - Conversion of former Methodist Chapel to 3 bedroom dwelling house.

Downton Parish Council RESOLVED to support this application on the grounds that it is compliant with Core Policy 57 of the Wiltshire Core Strategy.

20/09706/FUL/

20/10508/LBC 20 A Lode Hill, Downton - Proposed development Proposed alterations to the built garage and walls at 20A Lode Hill (amendment to 19/10972/FUL and 19/11390/LBC).

Downton Parish Council RESOLVED to strongly object to these applications and to recommend to the Planning Officer that this application be refused on the following grounds:

- The misleading and inaccurate documents provided.
- The wall adjoining the garage to the house, at 2.5 metres high, is overbearing when viewed from the road and is not subservient to the listed building.
- The garage is still overbearing when viewed from the road because of its height and steepness of the roof and it is not subservient to the listed house.
- The truncated roof is not in character with the village.
- The retaining wall, at the eastern end of the site, is not included in the application and, at a height of 3 metres, is overbearing within the site and is very visible from the road.

Downton Parish Council also asked Cllr Richard Clewer to 'call in' this application so that it can be considered at a future meeting of the Southern Area Planning Committee.

20/09890/FUL/

20/10735/LBC - The Cottage, Barford Lane, Downton - Install 1 replacement window and 1 replacement door.

Downton Parish Council resolved to support this application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

20/09923/FUL Stag Cottage, The Highway, Charlton All Saints - Proposed single storey rear extension.

Downton Parish Council resolved to support this application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

20/10404/TPO Long Close, Downton - 2 x Poplar trees - fell & prune back overhanging branches from adjoining trees.

Downton Parish Council resolved to leave the decision on this application to the Tree Officer but to bring to the attention of the Planning Officer that the person identified as the landowner in the application is understood to be the tenant.

219.20 Planning Application Decisions: Cllr Cornell proposed from the Chair and it was RESOLVED that the decisions on the following applications be noted:

20/09173/FUL 20 Batchelor Way, Downton
Proposed two and single storey rear extensions
and alterations. Approve with Conditions

20/09259/TPO 2 Gravel Close, Downton
2m Height Reduction and 1m Lateral Reduction
to Whitebeam. Approve with Conditions

20/08943/TCA 34A High Street, Downton
Fell 1 Horse Chestnut Tree. No Objection

20/07001/FUL 9 Green Lane, Downton
Demolish existing conservatory, and erect single
storey flat roof extension to the rear of the
property. Addition of a glass balustrade to the
top of the existing garage. Approve with Conditions

20/07708/FUL 63 Catherine Crescent, Downton
Proposed single storey extensions and alterations Approve with Conditions

20/07288/LBC/
20/06553/FUL The Moot House, 15 Moot Lane, Downton
Proposed new walled kitchen garden. Approve with Conditions

220.20 External Auditor's Report

To note the Clerk's report and to resolve to approve and accept the External Auditor's Report and Certificate for the Annual Governance and Accountability Return for 2019-20 and to note PKF Littlejohn's comments as and subsequent instructions as follows.

PKF Littlejohn comments on the AGAR:

'Section 2 has not been prepared in accordance with proper practices. The income and expenditure basis must be used to prepare its accounts for the third and subsequent years that the income and/or expenditure exceeds £200k. Please ensure that the 2019/20 figures are restated in the prior year comparatives when completing next year's AGAR.'

Subsequent Instructions from PKF Littlejohn following request for clarification on future preparation of accounts:

1. If you are planning on maintaining a receipts and payments basis in 2020/21 since the level of expenditure is below £200K, then we would like you to in fact keep the 2019/20 column (figures) in a receipts and payments basis in order to ensure comparability between the prior year column (2019/20) and current year column (2020/21) of next year's AGAR. My apologies because the "except for" matter wording does suggest

restating the 2019/20 figures on an income and expenditure basis but that is based on the assumption that you would be using an income and expenditure basis next year as well.

2. 'As one of the engagement leads on the contract Isha has spoken to me about your queries over the ongoing accounting basis for Downton Parish Council. Just to clarify, Isha is correct in saying you may continue to use the receipts and payments basis for 2020/21 as the council returns to more regular levels of spending and as a result you will therefore not need to restate the 2019/20 figures. The council should table our 2019/20 External Auditor Report at the next full council meeting and it would be sensible to explain the situation in that meeting so it is formally minuted. The best thing to do when submitting the 2020/21 AGAR is if you submit copy of those minutes to support the ongoing receipts and payments basis and refer to it in your covering email. If you would like you can also submit a copy of this email to ensure the team working on your files next year understands the situation.'

It was proposed, seconded and RESOLVED to note, approve, accept and act upon the guidance from the Clerk's report and the External Auditor's Report and Certificate for the Annual Governance and Accountability Return for 2019-20 and PKF Littlejohn's comments and subsequent instructions.

221.20 Budget and Precept

Under advisement from members of the Staffing Committee it was proposed, seconded and RESOLVED that the item be deferred to the next meeting.

222.20 Earmarked Reserved

It was proposed, seconded and RESOLVED to approve the Earmarked Reserves.

223.20 Meeting with Wiltshire Police

It was proposed, seconded and RESOLVED that the Clerk arrange a multi-agency meeting with Wiltshire Police regarding anti-social behaviour in the parish.

224.20 Developer Meeting

It was proposed, seconded and RESOLVED that the Council would accept the invitation to meet with Formula Homes (Downton) Ltd, on the same basis as it held a recent meeting with another developer, to discuss their very early proposal for additional homes in Downton parish

225.20 General Maintenance Quote

It was proposed, seconded and RESOLVED to approve a quote from Mr L Bush of £585 for various maintenance works identified at Downton Cemetery and for the relocation and installation of benches in The Borough and Moot Lane.

226.20 Removal of Graffiti from the Skatepark

It was proposed, seconded and RESOLVED that it would be inefficient to remove the graffiti at this time and that the proposal would be reconsidered later in the year and at a time to tie in with the Skateboard event being planned for 2021, the final date for which being subject to Covid-19 regulations.

229.20 Watermeadows and Flood Defence Committee

It was proposed, seconded and RESOLVED to not appoint another councillor to the Flood Defence Committee at this time but to ensure that an ex-officio member is able to attend any meeting so that a quorum of three can be guaranteed at any future meeting.

230.20 Street Name Refurbishment Project

It was proposed, seconded and RESOLVED that Cllr Hall would be the lead councillor for this project.

231.20 Local Council Administration

It was proposed, seconded and RESOLVED that the Council purchase the 12th and latest edition of 'Charles Arnold-Baker on Local Council Administration' at a cost of £119.

232.20 Practitioner's Conference

It was proposed, seconded and RESOLVED that the Council purchase two places, at a cost of £150, for the Clerk and a councillor to attend the SLCC's Virtual Practitioner's Conference being held from 23rd-25th February 2021.

233.20 Asset Register

It was proposed, seconded and RESOLVED that the planters supplied by Amberol be added to the Council's Asset Register for the value of £4,000.

234.20 Ratification of Clerk's Delegated Powers for Emergency Expenditure

It was proposed, seconded and RESOLVED to ratify the Clerk's emergency spend under her delegated powers of £150 for removal of materials from Downton Cemetery, by Clearite, to the Household Recycling Centre.

235.20 Representative and Working Group Reports

Community Area Transport Group: Cllr Hall gave a brief verbal report

Moot Preservation Trust: Cllr Hall gave a brief verbal report

Wiltshire Area Localism and Planning Alliance: Cllr Hall gave a brief verbal report on a recent meeting facilitated by Malmsbury Parish Council and held with several local councillors.

Neighbourhood Plan Review Working Group: Cllr Brentor gave a brief verbal report

Memorial Hall Extension Project: Cllr Mace, for reasons of commercial sensitivity on a contractual matter, gave his report during Part 2 of the meeting.

236.20 Committee Reports

- Cllr Brentor gave a brief verbal report on the Amenities Committee.
- Cllr Cornell gave a brief verbal report on the Staffing Committee.

237.20 Minutes

Cllr Cornell proposed from the Chair and it was RESOLVED to note the contents of the Amenities Committee Minutes of 28th September 2020 and the Staffing Committee Minutes of 8th October 2020.

238.20 Payments

To resolve to approve the payments for December:

£840.00	Maranji Commercial & Domestic Cleaning
£748.79	Bawden Managed Landscapes
£205.63	Idverde
£27.59	Ionos
£47.36	West Mercia Energy
£263.00	Andrew Whitelock Plumber
£150.00	Clearite
£117.00	Wessex Drainage Solution Ltd
£472.50	Mike Paton Bespoke Carpentry and Joinery
£3,124.00	Wiltshire Council
£592.80	Gartec Ltd
£395.63	Water 2 Business
£84.81	Bournemouth Water Business
£74.99	Norton Virus Protection
£144.00	Doccombe Global Logistics
£720.00	PKF Littlejohn
£1,344.00	Treemenders
£208.00	Mrs A McGowan – Homeworking Allowance

It was proposed, seconded and RESOLVED to approve the payments for December.

239.20 Accounts for Payment

To resolve to approve the sum of £12,450.99 as the Accounts for payment for December and to record the bank balances.

Payee Detail and payment made by bank transfer	£
Maranji Commercial & Domestic Cleaning	840.00
Bawden Landscapes	748.79
Idverde	205.63
Ionos	27.59
West Mercia Energy	47.36
Andrew Whitelock	263.00

Clearite	150.00
Wessex Drainage Solution Ltd	117.00
Mike Paton Bespoke Carpentry and Joinery	472.50
Wiltshire Council	3,124.00
Gartec Ltd	592.80
Water 2 Business	395.63
Bournemouth Water Business	84.81
Norton Virus Protection	74.99
Doccombe Global Logistics	144.00
PKF Littlejohn	720.00
Treemenders	1,344.00
Mrs A McGowan	208.00
Staff Salaries and pensions	2,890.89
Total	12,450.99

Cllr Cornell proposed from the Chair and it was RESOLVED that the Accounts for payment for December be approved.

Balances to be Approved and Noted as at 14.12.2020

Current A/c: £3,319.71 Deposit A/c: £123,334.95

Memorial Hall Extension A/c: £17,251.67

Cllr Cornell proposed from the Chair and it was RESOLVED that the balances be approved and noted.

240.20 Budget to Actual Report

Cllr Cornell proposed from the Chair and it was RESOLVED to note and approve the Budget to Actual Report up to 31st December 2020.

241.20 Correspondence

Cllr Cornell proposed from the Chair and it was RESOLVED that the following correspondence be noted:

1. Wiltshire Council - Emails regarding:
 - A number of updates on Covid-19 and Wiltshire Council's work.
 - Parish Notifications - Cold Weather Updates Winter Season 2020/21
 - Minutes for Southern Wiltshire Area Board, Thursday 1 October 2020, 7.00 pm
 - Emails regarding the road closure at Lode Hill
 - Notes for Southern CATG Meeting - 2 December 2020
 - New Traffic Survey order process November 2020

- A notice of a Temporary Closure of: Wick Lane (Part), Downton (25/01/21 - 26/01/21)
 - Temporary Closure of: A354 (Part) and A338 (Part), Salisbury and Britford (25/01/21 - 28/01/21)
 - A Covid-19 notification that volunteering on behalf of Wilts Council can recommence
2. WALC – December newsletters and The Good Councillor’s Guide to Community Business
 3. PKF Littlejohn – A number of emails regard the Council’s AGAR for 2019/20.
 4. 1st Downton Scout Group - A letter seeking support for the refurbishment of the toilets and kitchen in the scout hut.
 5. Persimmon Homes – An email regarding the Neighbourhood Plan Review and the housing numbers allocated to Downton in the draft Local Plan.
 6. Formula Land (Downton) Ltd – An email requesting a meeting with the Council to discuss a site in Breamore Road.
 7. Parishioner – An email regarding co-option to the Council.
 8. Parishioner – An email regarding the Council’s comments on a planning application.
 9. Parishioner – An email regarding the dog bin in Charlton.
 10. Parishioner – An email regarding local issues of criminal activity.
 11. Parishioner – A number of emails regarding the Bowling Club Lease.
 12. Parishioner – An email regarding traffic lights at Iron Bridge.
 13. Parishioner – An email requesting advice on parent residency in the UK.
 14. Non-Parishioner – An email regarding ‘dangerous’ bridleways.
 15. Non-Parishioner – An email requesting information on the Heritage Trail.

208.20 Clerk’s Report

Cllr Cornell proposed from the Chair and it was RESOLVED that the Clerk’s report be noted:

Parish Council Vacancies

There are still 6 vacancies in Downton Ward and 1 vacancy in Charlton All Saints Ward. One member contacted me to put herself forward for co-option. On seeking further information I advised that the term of the Council finishes next May and that all members will have the opportunity to submit themselves for re-election. She responded by saying that she’ll wait until next May and put herself forward again then.

Amenities

Tree Works: Treemenders carried out the identified works to the trees in the Cemetery and Charlton All Saints on Tuesday 10th November. They did some additional work at Charlton for which they didn’t charge the Council.

An application for conservation area tree works has been submitted to Wiltshire Council and awaits permission being given before work can commence.

Cemetery: The Noticeboard is ready but 2 oak posts are going to be installed before it can be attached to them. This should be completed in the next 2 weeks along with repairs to the gravel boards along the path.

The cemetery signs have been installed at the entrance.

Various pieces of rubbish were removed in one load by Clearite and taken to the Waste Recycling Centre.

Play Equipment: Redlynch Leisure has completed some of the work to the play areas ie hang the new swings and change the bushes. One junior swing remains unattached as a further part is awaited.

Skatepark: Two quotes have been sought for the removal of graffiti at the skatepark as requested following inspections.

Memorial Gardens: Following discussions with the primary school some matting has been loaned by Cuckoo Fair to cover the entrances to the playground which were becoming muddy. Further mats have been requested and will be put in place as the current ones are very muddy. Both entrances will require re-seeding with grass seed in the spring.

Highways

Road Closure: The last minute road closure to Lode Hill involved some hours of work this month including working on a day off and on a Sunday. It was resolved to everyone satisfaction but the additional work could have been avoided by receiving sufficient notice from Wiltshire Highways so that members of the public and bus services etc could have adapted in time.

Wick Lane Drains: Longford Estate has confirmed that the part of the Mesh Pond ditch it owns has been cleared. I have asked Graham Axtell to arrange for the vector or drain lorry to visit as soon as possible.

Parish Steward: Tasks completed this month are:

- 1) Moot Lane – clearing of the pavement from the doctors surgery down towards the High Street
- 2) Moot Lane (weeds) – to loosen/remove the weeds along the wall along the left hand side of Moot Lane (opposite the Moot)
- 3) Organise road sweeper to remove weeds and also sweep Cranbury Close.
- 4) Co-op drain – removed weeds growing in the drain by the Coop and debris to keep it as clear as possible.
- 5) Iron Bridge – rodded the drain manually where there is a big puddle.
- 6) Outside the entrance to St Lawrence's church – removed the leaves that have built up around the turning circle and outside the front gate.

Other

Bowling Club: The committee of Downton Bowling Club has delayed a decision on surrendering their lease until they meet in January.

Police Meeting: I am liaising with Richard Clewer's PA to set up a meeting with Inspector Sparrow and others.

IT: Following issues with Alison McGowan’s laptop, Paul Cornish spent 3 hours one evening (so that it didn’t impact on Alison’s work time) checking what the issues were, updating windows and reinstalling Microsoft Office. It is now working well again.

Community Governance: I was awarded 3 distinctions and 1 merit for my 4 assignments and consequently have been awarded advanced clerk status and the Certificate of Higher Education in Community Governance.

243.20 Date of next meeting

Cllr Cornell confirmed that the date of the next meeting as Monday 11th January 2021 at 7.30 pm and to be held on Zoom.

PART 2 - EXEMPT MATTERS - EMPLOYMENT & STAFFING

244.20 The Chair to propose the following resolution – ‘That under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw in view of the confidential nature of the business on staffing about to be transacted’.

Cllr Cornell proposed from the Chair and it was RESOLVED that the meeting be closed to the press and the public.

235.20 Representative and Working Group Reports

Memorial Hall Extension Project: Cllr Mace gave a report as follows:

Successful progress has been made by our contractor, SWH, on sorting out the snags that have been reported to them since the building was handed over to the Parish Council in November 2018. An agreement has been reached with SWH on the release of part of the retained sum for the project pending resolution of the few remaining snags. This agreement came too late to include on the agenda for this meeting, but the payment needs to be made immediately for legal, contractual reasons. The Clerk has treated this as an emergency and will be making the payment right away. At a Parish Council meeting in January there will be an agenda item to retrospectively approve the payment.

227.20 Terms of Reference

To consider a recommendation from the Staffing Committee to make amendments to the Committee’s Terms of Reference.

It was proposed, seconded and RESOLVED to approve the changes to the Terms of Reference of the Staffing Committee and Sub-Committee as recommended by the Staffing Committee and by the Parish Council’s HR adviser South West Councils

228.20 Policies

- a. **To consider a recommendation from the Staffing Committee to approve a revision to the Council's Time off in Lieu ('TOIL') Policy.**
- b. **To consider a recommendation from the Staffing Committee to approve the Council's Disciplinary Procedure and Grievance Policy.**

- a. It was proposed, seconded and RESOLVED to approve the changes to the Council's Time off in Lieu ('TOIL') Policy that had been recommended by the Staffing Committee.
- b. It was proposed, seconded and RESOLVED to approve the Council's Disciplinary Procedure and Grievance Policy, as amended by the alterations read out at the meeting.

246.20 To consider a proposal from Cllrs Brentor, Cornell, Mace, Randall and Watts to rescind Resolution (a), made in Minute 130.20 of the Extraordinary Meeting held on the 7th September 2020, which authorised the members of the Staffing Committee to implement immediately options (a) and (g) from page 11 of the Pensions Report.

Cllr Cornell proposed from the chair and it was RESOLVED to rescind Resolution (a), made in Minute 130.20 of the Extraordinary Meeting held on the 7th September 2020.

245.20 To review the following documents and to determine and resolve on the actions to be taken:

- a) **Statement by Bev Cornish to Downton Parish Council on Pensions Matters dated 5th October 2020 ('Statement').**
- b) **Report of an Investigation, by Members of the Staffing Committee, into Downton Parish Council's legal obligations regarding the provision of Pensions for its Staff dated December 2020 ('Report 2').**
- c) **Report of an Investigation, by Members of the Staffing Committee, into Downton Parish Council's legal obligations regarding the provision of Pensions for its Staff dated August 2020 ('Report 1').**
- d) **The Clerk's email dated 11th September 2020 entitled 'Response to the Extraordinary Parish Meeting'.**
- e) **Reply to the Clerk's email dated 11th September 2020 entitled 'Response to the Extraordinary Parish Meeting'.**

The Chairman asked the Clerk whether she would like to say anything on this agenda item. The Clerk replied 'no' at which point, as required by the Parish Council for this item, she left the meeting (at 10:00pm).

The Chairman proposed and it was resolved that the meeting would continue until this item on the agenda had been decided upon, with Cllr Mace taking the minutes. The Chairman asked each member in turn to give their views, leaving the authors of the two pension reports until last.

Cllr Brentor, Cornell and Mace explained how the advice obtained from the NALC legal team, The Pensions Regulator, NEST and LGPS covered different elements of the necessary decision making and was clear with each element of the advice being from experts in their field.

At the end of a lengthy debate a consensus emerged. Cllr Brentor proposed and Cllr Cornell seconded, to amend the motion, which thus became part A of the substantive motion, that the Parish Council, based on the evidence submitted by the Clerk in her Statement, the contents of the two Pensions Reports and the two emails listed under this agenda item, resolve to finalise its position on the Clerk's claim to a legal entitlement to back-dated LGPS employer's pension contributions by authorising the members of the Staffing Committee to implement options a and g from p11 of the Pensions Report of August 2020.

The voting then took place, and it was RESOLVED to approve part A of the amended motion and with the following votes being recorded: 6 in favour (Cllrs Brentor, Cornell, Mace, Randall, Roberts and Watts), 1 against (Cllr Hall).

After a further lengthy debate, a consensus emerged from which Cllr Mace proposed and Cllr Watts seconded, to amend the motion, which thus became part B of the substantive motion, that the Parish Council resolve to take the following additional actions:

1. The Parish Council authorises the members of the Staffing Committee to seek specific advice from South West Councils and to make recommendations back to the Staffing Committee.
2. The Parish Council authorises the members of the Staffing Committee to spend up to £560 (plus VAT), from the unallocated reserves, for this initial, independent review.
3. The Parish Council authorises the members of the Staffing Committee to manage the recommendations and suggested actions which it receives from this initial, independent review (as per the Terms of Reference for that committee).
4. The Parish Council authorises the members of the Staffing Committee to spend up to £2,500 (plus VAT), from the unallocated reserves, to manage the actions and recommendations resulting from 3. above.

The voting then took place, and it was unanimously RESOLVED to approve part B of the amended motion.

Cllrs Roberts, Randall and Watts thanked the members of the staffing committee for all their hard work on the pension issue.

With no further business, the meeting closed at 11:30pm.

Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.