

## FINNINGLEY PARISH COUNCIL

Minutes of an Extraordinary meeting of Finningley Parish Council held on Thursday, 2 September 2021 at 7.00pm in the Village Hall, Finningley.

1. Present

Councillors R Castle (Chairman), J Clarke, J Kong, A Martin, J Tuff, Sheena Spence (Yorkshire Local Councils Associations) and six members of the public.

2. Apologies for absence and consider approval of reasons for absence

Apologies for absence had been received from Cllr C Creighton.

3. Declarations of interest and any updates to existing members' interests

No declarations of interest were made in the business to be transacted at the meeting and no notifications of updates to the councillors Registers of Interest were given.

4. Co-option to fill two vacant seats on the Council

The Chairman informed the meeting that two candidates had indicated their interest in being co-opted to the Council and that their expressions of interest had been circulated to the councillors. Mrs Spence explained that where there were an equal number, or less, of seats to candidates the Council will co-opt those persons as councillors, assuming that they are qualified under the Local Government Act 1972, to hold public office.

RESOLVED that the two applicants be co-opted as public office holders for Finningley Parish Council, and the Council welcomed Councillor A Martin and J Tuff

The two councillors signed their Declarations of Acceptance of office and joined the meeting.

5. To ratify a decision taken between meetings

The Chairman explained that the Council had taken a decision between meetings to write to the Blaxton and Finningley Playing Fields Association. It was noted from advice given by the Yorkshire Local Councils Associations that decisions should only arise from a meeting of the Council, unless the matter had been formally delegated to an officer and therefore there was need to ratify the decision to send the letter at this meeting.

RESOLVED that the sending of a letter to the Blaxton and Finningley Playing Field Association be ratified.

6. Further action to be taken in relation to land registration of the Pavilion sited on the Joint Playing Field

For the benefit of the new councillors, the Chairman gave a brief overview of the current situation in that the joint playing field facility is divided into two halves with the pavilion being on land owned by Finningley Parish Council. It had been noted that the new pavilion has not been registered with the Land Registry and that the Land Registry entry needs to be updated.

7. To consider the vacancy of the Clerk/RFO and possible contingency until an officer is appointed

The Chairman gave an update, reporting that due to the resignation of the Clerk/RFO, a vacancy had been advertised for which one application had been received. The Council discussed the interview process and methodology.

RESOLVED that an interview panel comprising Councillors R Castle and A Martin interview the applicant.

S Spence undertook to furnish the Panel with guidance and information for this process.

Chairman.....

Date.....

The Chairman further reported that the Council was in the process of getting records and information returned by the former Clerk and S Spence offered to assist with this, which was accepted.

The Council expressed concern about clerking support in the interim until a Clerk/RFO is appointed and further support for the new Clerk/RFO when this post is filled. He reported that the Yorkshire Local Councils Associations were able to assist with support throughout these periods. Members felt that this would help the Council through what could be a difficult period

RESOLVED that the YLCA prepare a costed plan for the Council's consideration at the next meeting.

8. Appointment of Proper Officer

S Spence explained the requirement for a Proper Officer in law; particularly for the purpose of convening ordinary meetings of the Council.

RESOLVED that Councillor R Castle is appointed Proper Officer until a permanent Proper Officer is appointed.

9. Date of the next meeting

RESOLVED that due to availability issues, the next meeting scheduled for 21 September, is altered to 20 September.

RESOLVED that the venue would be the Pavilion, unless the Village Hall becomes available.

There being no other business, the Chairman thanked those present for their attendance and declared the meeting closed at 7.45pm.

Chairman.....

Date.....