

Hovingham with Scackleton Parish Council

NOTICE IS HEREBY GIVEN that an **EXTRA ORDINARY MEETING** of **Hovingham with Scackleton Parish Council** will be held Tuesday 16th January 2021 at 7pm using Zoom digital platform (joining details are available from parishclerk@hovingham.org.uk)

The business to be transacted at this meeting is set out below

Signed By.....*PJ Chapman*.....

Hovingham and Scackleton Parish Council Chairman

20th January 2021

AGENDA

1. Apologies:

a. To note apologies received and approve any reasons for absence.

2. To Note any Declarations of Interest:

a. To note declarations interests not already declared under members code of conduct or members register of disclosable pecuniary interests.

b. To approve dispensation requests.

3. Public Participation

Members of the public who wish to speak regarding an item within the remit of the Parish Council may do so.

PLEASE NOTE: Total time limit for this item is 15 minutes.

4. Hovingham and Scackleton Parish Council Administration

a. To note advice received from YLCA regarding employment status of clerk to the parish council.

b. To approve the appointment of a council member as Proper Officer for the purposes defined in law (copies of the process and documents will be distributed prior to meeting).

c. To delegate those powers necessary to the Chair (Cllr P Chapman) and Vice-Chair (Cllr M Wilson), in consultation with Parish Councillors and Mrs. M Hunter, to specify and implement the recruitment of a new Parish Clerk. Up to £100 is approved for the costs of this recruitment.

d. To consider the appointment of Mrs Marion Hunter as temporary unpaid clerk on a volunteer worker contract and job description (information attached).

e. To approve the appointment of the Responsible Financial Officer on a volunteer worker contract and job description (will be distributed prior to meeting).

f. Any other business that the Chair, or Vice-Chair, determines necessary to be completed with urgency prior to the next meeting.

5. Next meeting

a. To confirm date of next ordinary meeting of Hovingham and Scackleton Parish Council as March 10th 2021.