

Minutes of the South Petherwin Parish Council Emergency meeting held at the Methodist Chapel Hall 23<sup>rd</sup> March 2015 at 7.30pm

Present

Cllrs P Parsons, A Hosking, M J Screech, D Rogers, J Butler A. R. Kneebone, A Finnimore, C Powlesland,

Apologies

Cllrs J Whiting, N Burgess.

The emergency meeting was called to enable the Parish Council to put in place arrangements for temporary administrative and financial post.

Proposed Cllr Parsons seconded Cllr Screech the Council move into closed session. Agreed.

All areas relating to the position of the council were discussed and decisions taken.

Decisions.

Proposed AH seconded RK

Mrs Fran Dennison to be contacted and asked if she would consider taking on, temporarily, the position of Financial Officer of the Parish Council. If Mrs Dennison was agreeable all the necessary paperwork and files would be passed to Mrs Dennison.

Cllr D Rogers would take on, temporarily, the day to day administration work of the council.

All councillors present would help as necessary. Proposed PP. seconded AH. Supported

All known passwords would be changed and a copy held by the Chairman. Action DR

Usb stick – All relevant information to be extracted and transferred to a new USB stick. The original to be held by the Chairman. Action DR

Cllr Kneebone was to email DR with a link to be able to put the Vacancy advert on the CALC and the DAPC website. Action DR

Clerks Vacancy

Interview of applicants, CP and DR would put together a list of questions. Action CP DR

General election notices received from Cornwall Council. Cllrs would ensure they were put on Parish noticeboards. Action PP. AH.

Email received from Walter Wonnacott LLB (Hons) asking for a meeting with Parishioners.

Action – DR to reply informing Mr Wonnacott of the date of the next Parish Council meeting and that there is 15 minutes prior to the meeting where people may speak. Also to give Mr Wonnacott the telephone numbers of the contacts for the Methodist Hall and the Village Hall.

Meeting closed 9.25pm

Signed