

# Walesby Parish Council

Minutes of the Extraordinary Meeting held at the Village Hall on Thursday 24<sup>th</sup> May 2018 at 6.30pm.

PRESENT: Cllrs D. Thurman (Chairman), D. Milles, J. Ashton, P. Braithwaite

APOLOGIES: Cllr J. Sweny

IN ATTENDANCE: 3 members of the public

## 1. Revision of Bank Mandate and Bank Contact details.

Bank Mandate to be updated due to changes in Council membership.

Cllr Milles remains as an existing signatory. Cllrs Coombes and Townsend are to be removed. Cllrs Thurman, Ashton and Braithwaite to be added as signatories. Cllr Braithwaite to be the bank contact temporarily until a new Clerk is recruited.

Proposed: Cllr Thurman. Seconded: Cllr Milles. Resolved

## 2. Appointment of Proper Officer

Cllr Ashton to take the role of Proper Officer temporarily until a new Clerk is appointed.

Proposed: Cllr Thurman. Seconded: Cllr Braithwaite. Resolved.

## 3. Appointment of Responsible Financial Office

Cllr Braithwaite to take the role of Responsible Financial Officer temporarily until a new Clerk is appointed. Proposed: Cllr Thurman. Seconded: Cllr Milles. Resolved.

## 4. Recruitment of Clerk

Adverts to be placed with LALC and local press to recruit a Clerk on the same contract as the previous Clerk (5 hours a month). The vacancy details to also be placed on the village website and shared with appropriate interested parties. Proposed: Cllr Thurman. Seconded: Cllr Milles. Resolved.

Meeting closed at 6.45