



Minutes of the Meeting of Loughton & Great Holm Parish Council held at the Community Centre in Great Holm on Monday 01 April 2022 at 3.30pm

Councillors present: Councillors Nayee (in the Chair), Altieri-Douglas, Bailey and Nolan.

Staff : Philip Farquharson (Parish Clerk)

Members of the public present: 0

FC202/22 Apologies: Apologies for absence had been received from Cllrs Feeney, Dyer, Howe, Hoyle, Sargent and Todd.

FC203/22 Declarations of interest: There were no declarations of interest.

FC204/22 Public participation: There were no members of the public present.

FC205/22 Minutes: Minutes of the last meeting held on 21 March 2022 were approved as an accurate record of the proceedings of that meeting and were signed by the Chair.

FC206/22 Exclusion of the public - in view of the confidential nature of the business transacted, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public were temporarily excluded, at the request of the Chair.

FC207/22 Staffing: It was on the agenda to approve the recommendation of the Finance and Staffing Committee selection panel for the appointment of a Parish Clerk.

Action: It was resolved to offer Mrs Paula Milford the full-time post of Clerk/RFO for the Parish Council, at SCP 24, subject to satisfactory references. The current Clerk agreed to remain in post until the end of May in order to facilitate a handover period.

FC208/22 Policies for 2022: It was resolved to adopt the following policies and procedural guidance documents for the 2022-2023 financial year; Financial Regulations, code of conduct, Councillor Dispensation, Disciplinary and Grievance, Equality, Freedom of information and publication scheme, Health and Safety, Privacy, Protocol on Officer Member Relations, Risk Management, Sickness and Absence, Risk Management Scheme, the Asset Register and the Standing Orders.

FC209/22 Items for the next agenda: All members were reminded to notify the Clerk of any items for the agenda in accordance with the Parish Council's standing orders, in particular standing order 9b.

FC210/22 date and time of next meeting: It was resolved that the next meeting would be held at 7:30pm on Monday 30 May 2022 at the Community Centre in Great Holm.

The meeting was declared closed at 4pm.