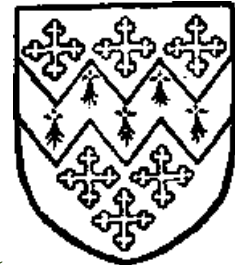


Orton Longueville Parish Council



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Chair Councillor J. Bull

Minutes of the parish council meeting held on Thursday 10th November 2022 at 19.30 in the Goldhay Centre, Orton Goldhay

Members: 11 Quorum :4 Public: 0

Present: Councillors H. Skibsted (Vice Chair), J. Armstrong, D. Brennan, R. Bulkeley, V. Bull.

494.1 In the absence of the Chair the Vice Chair Cllr. H. Skibsted presided over the meeting

494.2 Appointment of Clerk for the meeting - On a proposal by Cllr. H. Skibsted, seconded by Cllr. D. Brennan we unanimously RESOLVED to appoint Mr. J. Haste as acting Clerk for this meeting.

494.3 Apologies for Absence – Councillors J. Bull (unwell), N. Pennial (unable to attend).

494.4 Declarations of Interest and Dispensations – None Declared.

494.5 Co-Option of Parish Councillor – Neil Boyce, Chairman of Castor Parish Council was present and had undertaken some discussions on our behalf with our bank and the city council to address some governance issues arising from the resignation of our former Clerk. Mr Boyce expressed his willingness to continue providing support to the parish council pending filling of further parish council vacancies, and a willingness to be co-opted if that was the wish of the parish council. Mr Boyce left the room to enable discussion of that offer. On a proposal by Cllr. V. Bull, seconded by Cllr. J. Armstrong we unanimously agreed to Co-opt Mr. Boyce with immediate effect.

494.6 Declaration of Acceptance of Office - Cllr. N Boyce signed the declaration in the presence of the Acting Clerk as proper Officer and undertook to complete a register of Interest.

494.7 Governance Matters

- a. **Acting Interim Clerk** – Mr. Haste indicated that he was Clerk to two other parishes within Peterborough and not able to take on a permanent appointment as our Clerk. He expressed a willingness to examine the state of the accounts and other records when they are made available and subject to minimising the short-term requirements would hope to be able to provide interim cover pending recruitment to a permanent post. We agreed that any

payment for his services would be via Castor Parish Council and would re-imburse Castor Parish Council on receipt of monthly Invoices.

- b. **Banking Arrangements** – Cllr. N. Boyce outlined discussions he had with our Bank and ascertained that as two of our three authorised signatories were no longer available a fresh mandate is required. The Bank also required copy of the minutes recording the resignation of signatories. We unanimously RESOLVED to appoint Vice Chair, Cllr. H. Skibsted and the Clerk as our two replacement signatories in addition to the existing signatory Cllr. J. Bull.
- c. **Computer access** – Cllr. Boyce reported that Mark Van Kerro of Peterborough City Council had reset the password to enable normal usage to be resumed. Cllr. V. Bull would deliver the laptop and other records to Cllr. Boyce the following day and thereafter make arrangements with Mr Haste to assess the current status of the financial records and Website
- d. **Cricket Club lease negotiations** – We noted the advice of the city council legal officer that advertisements were allowed within the site of the cricket ground outlined in red on a plan. We also agreed that the terms of the lease prohibited hiring out the facilities and that any use not directly cricket related required the prior permission of this parish council. Cllr Boyce undertook to inform the cricket club accordingly.
- e. **Lengthsman** - Cllr. V. Bull informed us that he was acquiring quotes for the equipment required. We also noted that he (Cllr. V. Bull) would be the administrative point of contact with the appointed contractor. The Vice Chair, Cllr. V. Bull and Cllr. Boyce would meet with James Collingridge with the aim of establishing land ownership so that the contractor had clearly defined areas of land within which to work.
- f. **Recruitment of a permanent Clerk** – Our preference would be to appoint a CiLCA qualified Clerk and that will be reflected in the advertisements. We also recognised that there were many Clerk vacancies within Cambridgeshire and agreed that we would advertise the vacancy through CAPALC. In addition, speak to City Council contacts with a view to finding someone not CiLCA qualified but with relevant local government experience. Furthermore, to advertise locally through our newsletter to find someone with local knowledge and suitable experience and skill set to undertake the role and train for the CiLCA qualification.

494.8 Date Of Next Meeting – We noted that Castor Parish Council also meet on the first Thursday of the month. To avoid the clash of dates with Cllr. N. Boyce and the acting Clerk we agreed to move to the first Tuesday subject to availability of meeting room. Cllr. H. Skibsted undertook to cancel the existing bookings and confirm availability of the Goldhay Centre for the rescheduled meeting and subject to availability confirm Tuesday 6th December for our next ordinary meeting.

The meeting closed at 20.46