



# Studley Parish Council: Extraordinary Parish Council Meeting Minutes of meeting held on 5<sup>th</sup> September 2023, 6pm Studley Village Hall, High Street, B80 7HJ

NB Minutes are draft until approved at the following meeting.

**Members present** Cllr M Osborne - Chair, Cllr Py Hunt – vice-Chair, Cllr B Dixon, Cllr Ph Hunt, Cllr P Hencher-Serafin, Cllr J Palmer, Cllr D Collett, Cllr C Summers, Cllr L Kent, Cllr C Stone

**In attendance** Liza Rose – Clerk/RFO, Katharine Walters - Clerk

**Minute 090. Agenda item 1. Chairman’s welcome.**

The Chairman welcomed everyone to the meeting.

**Minute 091. Agenda item 2. Apologies.**

Cllr P Hunt, Cllr J Beard, Cllr C Britt

**Minute 092. Agenda item 3. Declarations of interest.**

Members were reminded to keep their register entries up to date and to declare any Disclosable Pecuniary Interests (DPI), any Other Registrable Interests (ORI) and any Non-Registerable Interest (NRI) relating to items on the agenda and the nature of those interests.

**None**

**Minute 093. Agenda item 4. To consider grant of any dispensation request.**

**None received.**

\*Cllr Stone arrived at 6.05pm.

**Minute 094. Agenda item 5. Public Forum** (maximum duration for this agenda item will be 30 minutes).

**None**

**Minute 095. Agenda item 6. Approval of draft minutes from previous council meeting**

The minutes of the parish council meeting held 15/08/2023 were deferred to the next meeting.

**Minute 096. Agenda item 7. To discuss and agree future management of the Studley Village Hall.**

Members **agreed** that the Parish Council would continue to run the Village Hall after a suggestion had been made that a committee could be put in place.

**Minute 097. Agenda item 8. To discuss and agree delegation to the Clerks for the current running and setup of Studley Village Hall.** To cover the re setting up of systems and administration up to the value of £1000.

Members **agreed** delegation to the Clerks with an allowance of £5000 per contract/set up value. It was also agreed that the Chair, vice-Chair and any one councillor (any two of the three) will sign off the transaction.

**Minute 098. Agenda item 9. To discuss and agree a request received from a production company, wishing to use Parish Council ground to film on.**

Members **agreed** to allow the use of the recreation ground and agreed to charge £150 for the use of a room within the village hall for camera crews.

**Minute 099. Agenda item 10. To resolve to close the meeting to the public under the Public Bodies (Admission to Meetings) Act 1960 to allow for discussion of confidential matters.**

**Minute 100. Agenda item 11. Staffing matters –** To receive recommendation of Support Officer from the Staffing Committee.

Members were briefed by Cllr Hencher-Serafin and **agreed** to employ a temporary, self-employed Support Officer until January 2024 for up to 20 hours per week, at £20 per hour.

Members also agreed to employ a temporary bookings Clerk for 10 hours per week at £11 per hour on a zero hours contract.

Members agreed for the Clerks to draw up a job description and advertisement for a Facilities Manager.

**Minute 101. Agenda item 12. To discuss matters relating to the Scouts Group lease.**

It was **agreed** to move £1500 out of Scouts earmarked reserves. SPC to offer a new lease to be drawn up, with 50% of the costs being paid by Studley Scouts. The yearly rent to be £100 per year.

**Minute 102. Agenda item 13. To note date and time of next meeting: 19<sup>th</sup> September 2023.**

***This meeting closed at 7:10pm***

**Signed:** ..... **Date:** .....

**Chairman, Studley Parish Council**