



# Studley Parish Council Minutes

## Extra Ordinary Meeting held 30<sup>th</sup> January 2024 at 6:30pm

### Studley Village Hall, High Street, B80 7HJ

NB Minutes are draft until approved at the following meeting.

**Members present** Cllr M Osborne - Chairman  
Cllr Py Hunt – vice-Chairman  
Cllr C Britt  
Cllr D Collett  
Cllr B Dixon  
Cllr P Hencher-Serafin\*  
Cllr C Stone

**Members not present** There are two vacant seats.

**In attendance** Liza Rose – Clerk / Responsible Financial Officer (RFO)

**Minute 181. Agenda item 1. Chairman’s welcome.**

Cllr M Osborne welcomed all to the meeting.

**Minute 182. Agenda item 2. Apologies.**

Cllr C Summers, Cllr J Palmer and Cllr L Kent had submitted apologies for absence.

**Minute 183. Agenda item 3. Declarations of interest.**

None.

**Minute 184. Agenda item 4. To consider grant of any dispensation request –**

No request had been received from any council member with a declared interest who wished to stay and take part in the meeting.

**Minute 185. Agenda item 5. Public Forum (maximum duration for this agenda item will be 15 minutes).**

No members of the public were in attendance.

**Minute 186. Agenda item 6. To agree the 2024/25 precept request**

Members were shown the precept calculation on screen and received an explanation as to how the precept request figure and council tax bands were worked out. Members **agreed** the precept request amount of £281,162.

**Minute 187. Agenda item 7. The Community Engagement Committee agreed to set up the following working groups during a meeting held 23rd January 2024. The council is required to review and approve the Terms of Reference:**

- To produce a Parish Council newsletter.
- For the planning of the D-Day 80 civic event on Thursday 6<sup>th</sup> June 2024.

Members reviewed the draft terms of reference document and **agreed** that it would be more appropriate to have a distinct document for each working party, as opposed to a single terms of reference document encompassing both working parties. The Clerk will reproduce a Terms of Reference document for each working group.

**Minute 188. Agenda item 8. 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 relating to employment contracts.**

Members reviewed two contracts simultaneously. It was agreed that Council would continue to use their current employment contract which uses Green Book terms.

**Minute 189. Agenda item 9. To note the date and time of the next SPC meeting – 20<sup>th</sup> February 2024**

**Signed: .....**  
**Chairman, Studley Parish Council**

**Date: .....**