

Gulworthy Parish Council

Minutes of extra-ordinary meeting held on Thursday 30th October 2025 at Gulworthy Parish Hall

No 184

These minutes are provisional until they are agreed and signed by the chair at the next meeting of the parish council.

Councillors present – Cllr K Royston (Chair), Cllr K Steer, Cllr E Wearing and Cllr J Hamilton

Meeting opened 7.30pm

Members are reminded that a disclosable pecuniary interest in any item on the agenda should be declared, with the reason, before the item is discussed.

Meeting opened at 7.40pm

1. **Chairman's welcome**
2. **Members of the public** – *To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3d to 3n.*
None present
3. **To accept apologies for absence** - *Under Section 85 of the Local Government Act 1972, members present should decide whether to approve the reason(s) given for absence.* **Cllr G Lister**
4. **Dispensations & declarations of Interest** - *Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting.* **None**

PART TWO

Items which may be taken in the absence of the press and public. The Council is recommended to pass the following resolution:-

‘Resolved that under section 1, (2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.’

5. Consideration of the proposal by the Parish Council interview panel to appoint the applicant for post of Clerk and RFO following interview.

5.4 Offer letter (circulated)

Cllr Royston proposed Lucie Moore for the position of Gulworthy Clerk seconded by Cllr Wearing, all agreed. Second in line would be Jane Savage, proposed by Cllr Royston, seconded Cllr Hamilton, all agreed. Clerk asked to make some changes to the letter.

5.1 Start date Cllr Royston to speak to Lucie Moore to propose a start date of 17th November, unless she offers an alternative date. Proposed Cllr Hamilton, seconded Cllr Wearing, all agreed.

5.2 Model contract of employment (circulated) salary to offer candidate SCP.14 proposed Cllr Royston, seconded Cllr Hamilton all agreed. Contract to be updated with candidate and salary. All happy with details of contract. Proposed Cllr Steer, seconded Cllr Wearing, agreed by all.

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

Parish Clerk Emily Young: Telephone 07942286125 Email: Clerk@gulworthyparishcouncil.gov.uk

Website: <https://www.gulworthyparishcouncil.gov.uk/>

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5.3 Salary (offer letter) SCP14 agreed by all. Proposed Cllr Royston, seconded Cllr Wearing, all agreed.

5.5 Handover If incoming clerk needs support, Parish Council will pay for additional hours from Emily. Proposed Cllr Royston, seconded Cllr Wearing, all agreed. Physical handover, Cllr Royston to meet Emily Friday 7th November at 19.00pm.

Meeting closed 20.07pm

DRAFT

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

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