

Extraordinary meeting of Heytesbury, Imber and Knook Parish Council

Minutes

Thursday 14 March 2024
Hospital of St John, Heytesbury

Present

Cllr C Barker Bennett, Cllr C Blake, Cllr B Coombes, Cllr P Fellowes, Cllr S King, Cllr V Peters, Cllr J Sneddon, Cllr V Sturmey (chair), Cllr N Williams, Cllr A Wilson and the Clerk.

There were no members of the public present.

The meeting commenced at 6.40 pm.

168 Apologies

Cllr Teale.

169 Chair's announcements

There were no announcements.

170 Declarations of interest

There were no declarations of interest.

The meeting moved into closed session to receive confidential advice from the Clerk in respect of item 171, item 172 and item 173.

Cllr Williams proposed that item 172 and item 173 be deferred and a working group of a minimum of three councillors be established. The working group in consultation with the Clerk to:

- i. review policies of parish councils
- ii. draft specific policies relevant to the council
- iii. produce draft policies for the next parish council meeting or an extraordinary meeting

Council approved the proposal and Cllr Coombes, Cllr Peters and Cllr Williams were appointed to the working group.

171 HR working group

The agenda item was not discussed.

172 Grievance policy

173 Disciplinary procedure

174 Exclusion of the press and public under the Public Bodies (Admission to Meetings) Act 1960 to discuss confidential matters

There were no members of the public present and the meeting moved into closed session to discuss confidential matters.

- i. Following a discussion of a commercially sensitive matter, it was agreed to ask the Clerk to obtain two quotes concerning the backup of computer records.
- ii. There was a discussion of a confidential employee matter and the next step was agreed.

The meeting ended at 8.18 pm.

Signed.....

Date