

EASTINGTON PARISH COUNCIL

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Minutes of the Resources Committee meeting held on 27th July 2017 at 6.00pm in Eastington Village Hall

- 1 **Attendance and apologies for absence** In attendance Cllrs Corrie (Chair), Bullock, Loveridge and Wells. Two members of public present.
- 2 **Declarations of interest in items on the agenda.** Cllr Loveridge declared a personal interest in items 5 and 6.
- 3 **Elect a Chair for the ensuing year:** Cllr Corrie was unanimously elected as Chair.

Members of the Public were invited to address the meeting. No comments.

- 4 It was agreed that the next quarterly financial checks will be carried out on Monday 14th August after the Getting Around Group meeting with Highways; Cllr Corrie and Cllr Chatterley to carry out the checks.
- 5 The Committee considered the Council taking on responsibility from Highways for mowing of roadside verges; the Clerk will find out from Highways which verges are cut, how often, and the amount of money that would be paid to the Parish for taking on the responsibility. **Action: Clerk.**
- 6 It was agreed that the Resources Committee would check the grounds maintenance work once a quarter; ad-hoc work will be checked by the Clerk plus one other councillor as required. Cllr Corrie volunteered to assist the Clerk in checking the recent tree works.
- 7 There was a discussion regarding the review of the Clerk's contracted hours. It had been noted through the annual appraisal that the Clerk works in excess of the contracted hours without payment. It was agreed that during the busier months of April and May the Clerk would claim up to 6 hours overtime per month, and during other peak periods will raise the matter with the Resources Committee. It was also agreed that the Clerk would use Time Off in Lieu (TOIL) to balance out the peaks and troughs of working hours.

There being no other business the meeting closed at 6.20pm.

Councillors are reminded that if a matter has not been specified in the public notice, no formally binding decision can be taken on it. Notice: The next meeting of the Resources Committee will be arranged as required. Committee meetings will only be held when there is sufficient business.

Signed

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Date