

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.

Tel: 01225 760372 or Email: clerk@marketlavingtonparishcouncil.gov.uk

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

Minutes of the **Extraordinary Meeting** of the Parish Council **Held on Tuesday 4th February 2025** **at 6.15pm in the Old School**

Councillors Present: Cllr Stevens (Chair), Cllr Turner-Scott, Cllr Davis, Cllr Poole, and Cllr Taylor.

In attendance: Carol Hackett (Parish Clerk).

	AGENDA ITEM
24/25-213	Apologies for Absence Cllr Boaden had given apologies due to work commitments, and Cllr Fraser, Cllr Morrison, and Cllr Roberts had given apologies for personal commitments, all of which were accepted. Absent Cllr Sparkes
24/25-214	Declarations of Interest and Dispensations to Participate There were none.
24/25-215	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 6.19pm – No members of the public present.
24/25-216	Appointment of new Parish Clerk / RFO a) Contract of employment – Cllr Turner-Scott provided an overview of progress to date with appointment of the new Clerk, referring to discussions during the recent Staffing Committee meeting regarding various elements of the contract. In particular reference was made to the pension provision to be offered to the new Clerk. Cllr Poole as Chair of the Finance Committee provided details of the financial implications of approving continued membership to the Local Government Pension Scheme for the new Clerk, and how this could be funded in the 25/26 financial year, now that the budget had already been approved. This additional cost was considered affordable, and could either be drawn down from sums of money already in the budget, or from 'General Reserves'. Reference was made to the one-off charge of £500 which would need to be paid to obtain an actuary report as advised by Wiltshire Council. The Clerk referred to the final draft contract circulated with the agenda papers – it was Proposed by Cllr Davis, seconded by Cllr Poole and resolved to approve the contract for the new Clerk as proposed by the Staffing Committee, which included membership of the Local Government Pension Scheme (LGPS). Approval for joining the LGPS would only apply to the specific roles of Clerk / RFO to the Parish Council – ACTIONS – Clerk to formally issue contract to new Clerk and agree her start date, and liaise with Wiltshire Council regarding the pension as and when appropriate. Reference was made to the proposal for a separate mobile phone number specifically for the Parish Council, and a SIM only contract, and it was questioned whether having a completely separate phone might be a good idea – ACTIONS – Clerk to investigate further and discuss with new Clerk. b) Appointment of new Parish Clerk / RFO – It was proposed by Cllr Poole, seconded by Cllr Davis, and resolved to approve the appointment of Tanya West as the new Parish Clerk / RFO for Market Lavington Parish Council as recommended by the Staffing Committee.
24/25-217	General Parish Matters There were none.

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24/25-218	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 6.33pm – No members of the public present.
24/25-219	Date of next Committee Meeting Parish Council meeting – Tuesday 18 th February 2025.
24/25-220	Closure of meeting There being no further business the meeting was closed at 6.34pm.