



Minutes of an extra ordinary meeting of Bradwell Parish Council on Monday, 17 December at 7.30pm in the Heelands Meeting Place, Glovers Lane, Heelands.

Present: Cllrs Alexander (Chair), Atkins, Bradburn M, Bradburn R, Exon, Davy, Holley, Evans & Jones.

Attending: Julie Godden (Clerk) no members of the public.

1. **Apologies:** None
2. **Declaration of Members' interests:** None declared
3. **Public speaking time:** No members of the public were present
4. **Staffing matters - Recommendations of the Personnel Working group:**
 - i. Confirmation of the appointment of:
 - Mrs T Wales – Permanent Assistant to the Clerk
 - Mrs K Evans – 6-month Temporary contract Assistant to the Clerk
 - ii. Confirmation of a start date of 2 January 2019 for the above appointments
 - iii. Confirmation of SCP entry pay level LC1 SCP 18 for 20 hours per week pro rata for the assistant clerk's scale of pay
 - iv. Confirmation that the office has been moved Cllr Alexander thanked Cllr Exon and T Hull for their help. The cost of re-cabling and 2 pedestals, monitor & keyboards were given to members for information
 - v. The provision of mentoring and training for Clerk with K Hill had been agreed at a previous meeting, but the rate had not, this will be £22.50 per hour.

Cllr Alexander proposed 20 hours a month for two months to be revisited after this time

Seconded by Cllr Davy

Vote by show of hands. Unanimous. Motion passed

Cllr Gilpin apologised for being late and joined the meeting at 7.40pm

5. **Chairman's announcements:** N/A

6. **S106 Lancliffe Drive Site:**

Members went through all 4 options for the proposed Lancliffe Drive Site, 3 of which have a 2nd floor offering meeting and office space.

Original plans = zero votes

Option 1 = Zero votes

Option 2 = 1 vote

Option 3 = 8 votes

There was an overall preference for Option 3, with a few minor amendments of a kitchen instead of toilet and window reposition. To go ahead with his proposal the PC would need to raise an additional £200,000 – £220, 000 via a public works loan.

Signed as a true and accurate record

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CHAIRMAN

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DATE



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Cllr Alexander asked Cllr Bradburn to go back to Andy Irving with the PC's decision, once there is a clearer idea of cost, we can agenda as a full meeting regarding a business case for a loan.

7. Correspondence – quote for CCTV – to be added to 7 Jan 19 agenda

8. Financial Reporting Assistance for Clerk: Covered in item 4. v

9. Part 2 section to meeting: It was unanimously agreed to hold a confidential Part 2 of the meeting at which press, and the public will be excluded under the Public Bodies (Admission to Meetings) Act 1960 section (2).

Proposed: Cllr Holley Seconded: Cllr Jones

Vote by show of hands. Unanimous. Motion passed

10. Declaration of Members' interests: None declared to items on the Part 2 agenda.

11. Data access request. Nothing further has been received

12. Legal matters – report back:

- i. letter from the Solicitor was sent as agreed at the last meeting, no reply yet.
- ii. staffing issue: MK Council reply read out at meeting

Proposed to reply to respondent as per advice received.

Proposed by Cllr Exon Seconded by Cllr Atkins

Vote by show of hands. 8 agreed 1 Abstention - Motion passed

Clerk to Action

- iii. staffing issues: SAR request: due to enormity of information eligible to be sent the Parish Council would need to exercise their right to extend the reply period.

Proposed: Cllr Alexander Seconded by Cllr Holley

Vote by show of hands. Unanimous. Motion passed

Next meeting. 7 January 2019, 7.30pm at Heelands Meeting Place, Glovers Lane, Heelands

There being no further business to discuss, the meeting closed at 21.18pm

Signed as a true and accurate record

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CHAIRMAN

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DATE