

Tunstall Parish Council

Minutes of the Extra-Ordinary Meeting of Tunstall Parish Council on Wednesday 24th November 2021 at 7.30pm Present: Cllr Louisa Roberts (Chairman); Cllr Lee Burgess; Cllr Vivien Rich

1. APOLOGIES FOR ABSENCE

Julie Miller (Interim Clerk) was unavailable due to work commitments; it was **RESOLVED** for Cllr Rich to take notes.

2. DECLARATIONS OF INTEREST

There were none.

3. FINANCE

i. To consider payments for approval

The following payments were **APPROVED**:

	Payee	Amount	Net	VAT	Description
200032	J Barnicott	202.74			Litter picking August
200033	J Barnicott	67.58			Litter picking September
200034	Cheque cancelled				
200035	J Miller	759.95			Oct-Nov Locum clerk fee and HR Support admin hours
200037	RBL Poppy Appeal	50.00			Remembrance Wreath

It was **NOTED** that apologies had been sent to J Barnicott for the two missed invoices in the summer.

ii. To consider contracting out pension administration services

It was **RESOLVED** that pension arrangements be contracted out to McCabe Ford Williams from January at a cost of £11.33 plus VAT a month. This would mean pension arrangements would now be undertaken by a professional organisation who would also trigger the Direct Debits on the council's behalf.

It was **RESOLVED** that Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, the public and representatives of the press and broadcast would be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

4. STAFFING MATTERS

To receive update and agree actions

An update was received. Further to discussion it was **RESOLVED** to proceed on the basis of the latest advice given. The action plan shall be restarted should that be unsuccessful.

There being no further business the meeting closed at 8.01pm.

Signed.....

Date.....

DRAFT