



Chiddingfold Parish Council

The Banking House
The Green
Chiddingfold
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Chairman: Councillor Daniel Hall
Clerk: Lauren Blatherwick CiLCA PSLCC
RFO: Sue Frossard CiLCA PSLCC
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PARISH COUNCIL MINUTES – 13 JULY 2020

Minutes of the Parish Council Meeting held on Monday 13 July 2020 at 17:00 remotely as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

CLLrs Present: Daniel Hall - Chairman (DH)
Susie Forrest (SF)
Peter Little (PL)
Roger Underwood (RU)

Christine Tebbot – Vice Chairman (CT)
Anthony Johnson (AJ)
Ian McKie (IM)
Tony Wiener (TW)

In attendance: Lauren Blatherwick (Clerk)

Members of the Public: 0

1.00 APOLOGIES FOR ABSENCE

No absences.

2.00 DECLARATIONS OF INTEREST

None.

3.00 APPOINTMENT OF RESPONSIBLE FINANCE OFFICER (RFO)

The current RFO's contract ends 31 July 2020. The County Association have identified a very experienced locum, available from 27 July 2020, which would allow a handover period. It was agreed to vary the proposal to include a handover period.

3.00.1 **PROPOSED (DH) / RESOLVED (unanimous): Pending recruitment for a permanent appointment, to appoint a locum RFO from 1 August 2020 for up to 44 hours /month (averaging 10 hours a week), with a contracted handover period in the week of 27 July, and to approve the associated costs for this appointment**

3.00.2 It was clarified that Working Groups cannot have decision making powers, but may make recommendations to council. Matters such as instruction of third parties would need to come to council for a decision once the working group had a proposal.

PROPOSED (DH) / RESOLVED (unanimous): To appoint a working group to prepare a report to Council (including liaising with SSALC and discussion with external HR services as required in order to obtain quotes) on the Council's staffing requirements and options for achieving this following the resignation of the RFO, including consideration of potential restructuring of both officer roles.

CLLrs TW, IM, PL and SF agreed to form the working group.