

**MINUTES OF THE EXTRA-ORDINARY MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
TUESDAY 30 APRIL 2019 COMMENCING AT 8.33PM**

Present: Cllrs Hale (Chairman), Bell, Faulkner, Fleming, Robinson-Giannasi, Stewart and Worboys

In attendance: Mrs Weir (Executive Officer)

Also present: 3 members of the public; County Cllr Glen

FULL COUNCIL

300/18 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs David and Harris. Apologies were also received from District Cllr Crookes.

301/18 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

Cllr Worboys declared an interest in item 307/18.

302/18 PUBLIC SESSION

None.

303/18 APPROVAL OF THE FOLLOWING MINUTES

Monday 1 April 282/18 - 299/18
The above minutes were approved by a majority vote as an accurate record of the meeting.

304/18 APPROVAL OF THE SIGNING OF MARCH'S BANK RECONCILIATION BY THE CHAIRMAN

It was resolved to approve the signing of March's bank reconciliation, which was signed by the Chairman (Appendix 1).

305/18 AUTHORISATION OF THE LIST OF PAYMENTS AND APPOINTMENT OF TWO CLLRS TO FINISH THE PAYMENT PROCESS

It was resolved to authorise the list of payments circulated to all prior to the meeting (Appendix 2 P&C). Cllrs Hale and Stewart were appointed to finish the payment process.

When asked if the Executive Officer saw any problems with the payment situation due to the changes in Cllrs she advised that May's payroll would need to be run this week and any invoices would also be set up as the changes to the bank account could take approximately a month to implement.

306/18 RECEIVE THE CORRESPONDENCE FROM THE MONITORING OFFICER AT HART DC REGARDING THE RECENT CODE OF CONDUCT COMPLAINTS

A report which included the correspondence from the Monitoring Officer (MO) at Hart DC regarding the recent Code of Conduct complaints about a former OPC Cllr had been circulated to all prior to the meeting (Appendix 3).

The Chairman highlighted the advice from the MO for Cllrs to attend training on the Code of Conduct on a regular basis.

307/18 RECEIVE DETAILS OF A COMPLAINT RECEIVED FROM A MEMBER OF THE PUBLIC REGARDING THE CLOSURE OF THE AMENITY COMMITTEE MEETING ON 4 FEBRUARY 2019 TO THE PUBLIC AND PRESS AND AGREEMENT ON HOW OPC WILL RESPOND TO THIS

The Executive Officer had circulated a report outlining the details of the complaint received from a member of the public regarding the closure of the amenity committee meeting on 4 February 2019 to the public and press to all prior to the meeting (Appendix 4). Also included in the report was the advice obtained from HALC that OPC had published sufficient information in the minutes from the meeting held on 4 February 2019.

Cllr Worboys advised the council that this complaint is based on a resolution formed on the night by the amenity committee which is reflected in the minutes. This was not a decision by himself in his role as Chair or by the Executive Officer, who the resident seems to attack in his complaint which possibly stems from his error with the ill-sited fence on OPC's land. The resident has been given the advice that the council received from HALC but in his complaint he confuses HALC with NALC who were not consulted by OPC.

Cllr Worboys then left the room.

The Executive Officer reminded Cllrs about the further correspondence from the resident to them all that had been sent earlier in the day.

It was agreed that the office should reply to the member of public advising him that having read his correspondence, reviewing it and considering the complaint during the meeting, the council agreed that there is no complaint to answer to. If the resident believed that Cllr Worboys has breached the Code of Conduct then this should be directed to the Monitoring Officer at Hart DC.

308/18 PASS A RESOLUTION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO EXCLUDE THE PUBLIC AND PRESS DUE TO THE FOLLOWING ITEMS CONCERNING MEMBERS OF STAFF

It was resolved in accordance with the Public Bodies (Admission to meetings) Act 1960 to exclude the public and press due to the following items concerning members of staff.

The Executive Officer left the meeting and Cllr Faulkner took the minutes.

309/18 RECEIVE A PRIVATE AND CONFIDENTIAL REPORT FROM HALC AND AGREEMENT ON THE NEXT STEPS

HALC had been appointed by OPC in March to independently manage a complaint.

It was resolved to follow HALC's recommendation that in light of the complainant having not responded to numerous requests by HALC to provide any evidence in support of their complaint and given the lapse of time, OPC should consider that as the complainant has made no effort to pursue an outcome, the complaint be closed.

This was discussed and a resolution passed to close the complaint in line with HALC's guidance. This will be confirmed to the complainant making the above observations and OPC will take no further actions with regard to the complaint.

310/18 APPROVAL OF THE UPDATES TO THE EXECUTIVE OFFICER’S CONTRACT FOLLOWING HER ANNUAL APPRAISAL

The updates to the Executive Officer’s contract following her annual appraisal had been circulated to all prior to the meeting (Appendix 5).

It was resolved to approve the circulated updates to the Executive Officer’s contract following her annual appraisal.

There being no further business the meeting closed at 9.05pm.

Signed.....

Date.....