

# Martin Parish Council

## **Minutes of the Extraordinary Council Meeting held on Wednesday 22 March 2006 at The Sycamores at 7.00 p.m.**

1. Apologies for absence: Cllrs J Evans

Present: District Councillor F Ambridge, Councillors H Ambridge, W Busby, M Corbett, F Phillips, Z Scoley, M Stephens and C Vickers; Parish Clerk M Lockyer

2. Sports field update

Cllr Stephens reported that he and Cllr F Ambridge had had a meeting with officers from NKDC about the next steps to be taken. Cllr Stephens took the Council through his written report of this meeting. (The report is attached to these minutes.) Cllrs Busby and Vickers asked about the cost of maintaining an all weather playing surface; Cllr Vickers also raised the point of how long the surface would last before it had to be replaced. Cllrs Stephens and F Ambridge confirmed that these points would be considered as part of the feasibility study to be undertaken by NKDC.

Cllr Stephens proposed accepting the all weather surface as the preferred option, subject to a feasibility study funded by NKDC. Seconded Cllr F Ambridge. All in favour.

3. Appointment of new clerk

Cllr Scoley handed over the chair to Cllr Stephens for this item.

Cllr Stephens accepted joint responsibility with Cllr Scoley for the difficulties that had arisen.

The following advisory notes from LALC were circulated to all councillors:

- Recruitment of new clerk
- Person specification
- Model job description
- Suggested interview questions
- Letter of application and curriculum vitae from Mrs K Wright

After careful perusal by all present, Cllr Stephens indicated that he believed the applicant met in the main the criteria and that as she was the only applicant, proposed that Mrs Wright should be offered the job, subject to the taking up of two references. There should be a six month probationary period and the Parish Council would expect her to undertake CiLCA accreditation. Seconded Cllr Busby. All in favour.

Cllr Scoley had written requesting references. The reference from E Skinns Ltd had been received by the parish clerk on 22 March. Copies were passed round. Cllr F Ambridge queried whether a reference should be requested from Mrs Wright's previous employer. Cllr Stephens suggested that the second 'character reference' would be adequate – this was accepted by the meeting. The wording of the offer letter was agreed.

The meeting closed at 7.55pm.