



THE IVERS PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY MEETING OF THE IVERS PARISH COUNCIL
HELD AT 7.30PM ON MONDAY 14 OCTOBER 2019
AT JUBILEE PAVILION, IVER RECREATION GROUND

- Present: Councillor W Matthews, Chairman presiding
Councillor A Mayling
Councillor G Bennett
Councillor C Gibson
Councillor J Gill
Councillor R Gould
Councillor C Jordan
Councillor J Kaushal
Councillor B Lidgate
Councillor S Lidgate
Councillor C Woolley
- In Attendance: Mike Kennedy (Interim Clerk)
Margaret Wilson (Assistant Clerk)
Lorraine Morton (Communications & Community Engagement Officer)
5 members of the public
- Minutes: Mike Kennedy

67. **INTRODUCTIONS**

The Chairman welcomed Mike Kennedy to the meeting and invited everyone present to introduce themselves.

68. **JULIAN WILSON DEC'D**

The Chairman reported the sad passing of Julian Wilson, a former Chairman of Iver Parish Council and member of South Bucks District Council, on 11 October. Councillor Bill Lidgate spoke of Mr. Wilson's long service since 1987 and his enduring passion for service to local government both at parish and district level. Councillor Lidgate outlined some of his many achievements including the Iver Carnival, the pavilion in Iver Heath and the Nature Reserve.

The Chairman asked everyone present to be upstanding for a minute's silence in memory of Julian Wilson.

69. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs. K Bembey, J Bryson and N Harlow.

70. **DECLARATIONS OF INTEREST**

None declared.

71. **EXCLUSION OF THE PUBLIC AND PRESS**

In accordance with the Public Bodies (Admission to Meetings) Act 1960, it was **RESOLVED: to exclude the public and press from the remainder of the meeting as Staffing Matters which were to be discussed were confidential.**

72. **STAFFING MATTERS**

(i) Appointment of an Interim Clerk

The Chairman invited Mr. Kennedy to outline his career in local government. This included appointments at a district council and London Borough and positions as Town Clerk to 4 larger Town Councils over a period of 42 years. Members recognised his long service and experience at the parish council level as head of paid service.

In response to a Member's question, it was confirmed that, subject to Council's confirmation of Mr Kennedy's appointment as a Consultant, his responsibilities would include the position of Interim Clerk and the Council's Proper Officer. It was **RESOLVED: to engage Mr Michael Kennedy as the Council's professional consultant and interim clerk on the terms agreed at the meeting.**

(ii) Recruitment of a new Parish Clerk

Members considered the arrangements for the recruitment of the new Parish Clerk. It was **RESOLVED; to delegate responsibility for the recruitment of the new clerk to the HR Committee of the Policy, Finance and General Resources Committee.**

Arising from the foregoing a member sought clarification on the membership of the HR Committee. It was **RESOLVED: that the matter be considered at the next meeting of the Full Council on 4 November.**

73. REQUESTED AGENDA ITEM

Members were asked to review the current communication and information sharing processes; to incorporate a review of working practices between officers and members.

A member reminded the Council that in its broadest terms, Councillors are responsible for setting the policy while the officers are responsible for implementing Council's policy. The Council recognised the need for a comprehensive report on member/officer communications and protocol; its policies and procedures; and current working arrangements to which the interim clerk had been appointed to undertake.

Concern was expressed that the use of the Council's share point by Councillors is mixed and this needs to be overhauled. Members felt there needed to be greater transparency of sharing information; the functionality of the current arrangements differs between councillors and the provision of iPads for all Councillors should be explored. It was **RESOLVED: that the interim Clerk presents a comprehensive report to a future meeting of the Policy, Finance and General Resources Committee.**

Meeting closed at 8.25pm

Signed by the Chairman.....

Date of next meeting, Monday 4th November 2019 (Jubilee Pavilion, Iver Recreation Ground), at 7.30pm.