

## Langtoft Parish Council

Clerk's notes of Extraordinary Parish Council meeting held on Friday 21 August 2015,

Committee Room, Langtoft Village Hall

**Present:** Cllrs Andy Halfhide, Andy Hallam, Debbie Hallam, Colin Larkman, Yvonne McCulloch, Derek Risk (Vice-Chairman), Mike Thompson.

**In attendance:** Heather Gilling (Clerk)

**Apologies for absence:** Cllrs Brian Branch (Chairman), Trish Garratt, Roy Jackson.

The meeting opened at 8pm. In the absence of the Chairman, the Vice-Chairman took the chair.

### **44/15 Exclusion of the press and public**

This meeting had been convened to deal with an urgent financial matter during discussion of which the naming of an individual person would be inevitable, the Vice-Chairman moved a resolution to exclude the press and public from the meeting. This was seconded in several places and agreed unanimously.

### **45/15 Confirmation of the Clerk/Responsible Finance Officer's action.**

The clerk reported on telephone conversations, e-mails and written correspondence she had had with the various parties involved in the matter in her capacity as Responsible Finance Officer and asked members to confirm her actions.

**Cllr Halfhide proposed and Cllr D Hallam seconded a resolution that the Clerk's actions be confirmed. This was approved unanimously.**

Members expressed their thanks to the Clerk for her efforts.

### **46/15 To determine further actions that may be required.**

Members discussed ways of progressing the matter to a satisfactory conclusion and agreed a number of ways forward. These included:

Further correspondence with parties involved. **(Actions: Clerk)**

Seeking advice from Lincolnshire Association of Local Councils (LALC). **(Action: Clerk)**

Updating the Parish Council's insurance company of the situation. **(Action: Clerk)**

Notifying the Parish Council's external auditor. **(Action: Vice-Chairman)**

### **47/15 Statement to be presented at the next regular Parish Council meeting**

The Clerk circulated a draft statement which she had prepared in advance of the meeting, as a discussion document.

After discussion, and some amendments, the statement was approved. (Copy attached separately).

It was agreed to change the format of the next regular meeting of the Parish Council on 8 September 2015 as follows:

- Proceedings will begin with a formal meeting of the Parish Council to receive the minutes of the extraordinary meeting and for the Chairman to read the statement.
- After the statement has been read the formal meeting will then be adjourned to the Open Forum so that members of the public have the opportunity of asking questions about the statement.
- The formal agenda will resume after the usual 30 minute (maximum) period.

**There being no further business the meeting closed at 9.30 pm.**

Date of next council meeting: 8 September 2015

and then: 20 October 2015.

Signed:.....(Vice - Chairman)

Date:.....