

Necton Parish Council

Minutes No: 2016/6e/1

Minutes of Extraordinary Council Meeting held Friday, 21 October 7.30 pm in the Necton Rural Community Centre



Parish Councillors (4) present:

David Matthews (Chairman), Frank Woodward (Vice-Chairman),
Ian Thompson, Phil Hayton.

Also in attendance:

Gabrielle Joyce (Clerk)

1. To receive and approve apologies for absence

Received from Cllr Axham (holiday) & Cllr Sisto (on rota at NSSC). These apologies were acknowledged and approved.

2. To receive any declarations of interest from Members & consider requests for dispensation

Cllr Hayton declared an interest under item 4. No requests for dispensation were received or provided.

3. To pass a resolution to exclude members of the press and public ahead of the next agenda items – confidential items relating to contract award and HR. (Public Bodies Administration to Meetings Act 1960)

This resolution was agreed.

4. To receive an update on the bus shelter project & agree appointment of contractor

A confidential report was circulated ahead of the meeting. Cllr Hayton left the room once he responded to a technical question placed by Cllr Woodward. The matter was discussed and the following resolutions were agreed:

- That Westcotec be commissioned as the supplier and installer of both shelters
- That the eastbound shelter would be a 4 bay cantilever, orientated to provide road-side protection
- That the westbound shelter would be a 3 bay cantilever, set behind the footpath adjacent to the bus entrance
- That the glazing would be polycarbonate
- The purchase at peppercorn price of whatever land is necessary for the footprint of the westbound shelter

It is noted that Westcotec were one of only two suppliers who responded to a request for quotations. The other supplier withdrew from the process once they realised that the A47 required certification for Area 6 works under NHSS¹.

Cllr Hayton was invited back to the meeting.

5. To consider a proposal from the Personnel Working Group to revise the Clerk's remuneration

The Clerk left the room for this item. Cllr Matthews took the minute in the Clerk's absence. A confidential report was circulated by the personnel working group to all members ahead of this meeting. The matter was discussed and the following resolutions were agreed:

- That the salary point be revised upwards to LC2 SP26 effective 1 November 2016
- That weekly working hours are increased to 26 effective 1 November 2016
- That the current TOIL be settled with payment at current salary point
- That future work is carried out within allotted hours other than specifically required on urgent non-scheduled business.

The Clerk was invited back to the meeting.

Meeting closed at 20.10 hrs

Minutes signed by Chair (or designate) _____ on _____

¹ National Highway Sector Schemes