

ALSTON MOOR PARISH COUNCIL

Extraordinary Meeting 17 April 2024, 19.00

Concerning Fairhill Charity and Staffing, hence held in camera

PRESENT: Paul Best, Alice Bondi, James Crick, Elaine Edgar, Elaine Grew, Michael Hanley, Alix Martin, Raymond Miller, Dee Monk, Alastair Robertson, Ron Robinson

APOLOGIES: Graeme Ransom

ABSENT: Brian Davies, Alan Green, Holly Ho

1. Minutes

EG proposed, DM seconded, that AB take the minutes. **Agreed.**

FAIRHILL CHARITY

2. Fairhill Charity applications

Discussed in confidence.

3. Fairhill Land Tenancy

One applicant for the field. RM proposed acceptance, EG seconded, all **agreed** to go ahead.

STAFFING

4. Finding a replacement clerk

4.1 AM was asked to look for a locum clerk and has found one through SLCC (the locum agency). Having contacted the agency and explained the situation, it was clear it would have to be someone who would work remotely. A potential clerk, Carrie Pillow, contacted AM very quickly. The agency organises all the PAYE, NI, etc etc. Cost of £39.50/hour.

4.2 AM and RM have spoken with her. One of the potential clerk's ideas is to put us on Scribe (accounting software designed for parish councils), which will be much easier for us in terms of producing a proper report and end of year AGAR. It costs £13-23/month. She will help us find a new clerk. She wants to come and see us and we suggest she comes for the May meeting which will be at Nenthead.

4.3 For future meetings, where she will be working remotely, AM has the equipment which works with Zoom to follow the person speaking.

4.4 AR proposed and RR seconded that we appoint Carrie Pillow as locum clerk for 6 months for a minimum of 10 hours a week. Unanimously **agreed.**

4.5 The May meeting will be at Nenthead with Carrie Pillow, and the Garrigill meetings can go ahead as planned as there is wifi for Carrie Pillow to work remotely. DM will contact the Library/TIC people to book the Town Hall for the other two Nenthead-planned meetings which we will have to cancel as there is no wifi at Nenthead Village Hall.

4.6 AR suggest we should get Carrie Pillow to do the advertising for the new clerk. We agreed to look in the Tynedale and Upper Weardale area as well as Cumbria. AM suggests giving her Chris Johnson and Aileen Ellwood's contact details, for support and info about local area.

5. Other matters needing attention

5.1 Land Registry issue – Chris Johnson will sort when back from holiday.

5.2 RM will deal with the administration needed for a P45 for Lindsay, via Claire Thompson

5.3 AB to draft a thank you to Lindsay and circulate for comment.

5.4 AB proposed and EG seconded that AM can look at computer, Dropbox, e-mail account, Facebook, website, bank account, and sort things out. DM will share dealing with the e-mail account. The phone to be directed to RM. Unanimously **agreed**.

5.5 Annual Parish Meeting notice needs to be on the parish council noticeboards – will be sent to EG for Garrigill and JC for Nenthead. RM checking for Alston (*confirmed it is there*).

5.6 The draft statement for the public about the parish clerk plans was read out and agreed. It will be sent to the Cumberland & Westmorland Herald – via RM to Claire Worboys who has a contact.

Parish council meeting closed 20.20.

DGP Committee

Present: Alice Bondi, Alix Martin, Raymond Miller, Dee Monk, Alastair Robertson, Ron Robinson

AR proposed, DM seconded, the public participation statement, to go the meeting in May for approval.