



Chairman: Councillor Lynn Hogg

Clerk: Mrs L Compton
12 Olde Forde Close
Brixworth
Northants NN6 9XF

Tel/Fax 01604-880727
Email: sprattonpc@tiscali.co.uk

Minutes of a Meeting of Resources Committee of Spratton Parish Council Held on Monday 29th June 2015 in St. Andrew’s Church Community Room (Café Doris), Spratton at 7.00 pm

Present: Cllrs Michael Heaton (Resources Committee Chairman), Lynn Hogg, Fiona Keable and Jay Tindale
(4 members)

In attendance: Lynne Compton, Clerk and Responsible Financial Officer

RC 001/15 PUBLIC FORUM

Members of the public and press are invited to address the Council at its Open Forum. 15 minutes. Speakers have up to 3 minutes each. There were no members of the public present.

RC 002/15 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE there were none, all members present

RC 003/15 MEMBERS’ DECLARATION OF INTEREST/DISPENSATION REQUESTS for relevant items on the agenda – there were none

RC 004/15 RESIGNATION OF CLERK

To report and approve exit strategy: SPC Resources Committee received a report from the Clerk and after some discussion, and approved the following recommendations:-

- a) **Recent communications from landowner (to try and bring to a conclusion prior to new Clerk):**
Recommendation: implement draft Vexatious, Abusive or Discriminatory Communications Policy (as per previously circulated) and respond to landowner immediately in advance of the draft policy being adopted at full Council on 21st July. This has also been discussed with NCALC who approved this stance. SPC Resources Committee resolved to approve the immediate implementation of this policy which would then be ratified at the next full Council meeting. **Action: Clerk to send landowner formal notification that his communications were viewed as vexatious in nature. Clerk to tidy up policy. Website Administrators to publicise on website.**
- b) **Clerk Handover:** SPC Resources Committee resolved to approve the following recommendations:-
 1. Clerk transition period for Spratton from 27th July to 7th August paid at 15 hours per week
 2. Clerk to produce a handover list
 3. Voucher system for enquiries (suggestion from NCALC) after 7th August to be in place for 1 month:- 3 vouchers to be used by new incumbent only.
 4. Clerk to purchase memory stick to download SPC files (This will be more quickly accessible than the Cloud back up system).

c) Assets (shared with Creaton)

DELL Inspiron 560 MT Intel Pentium Dual Core	Clerk	09/09/2010	£346.00	(split 70:30 with Creaton)
ACER 19" Widescreen monitor	Clerk	Oct-07	£103.00	

Recommendations: There are 2 possibilities:-

1. Research sale value of both and write to Creaton suggesting SPC pay 30% of the current value back to Creaton, Computer and Processor then retained solely by Spratton. Or
2. Research sale value of both and write to Creaton to suggest Creaton pays 70% of current value to Spratton. Items then retained solely by Creaton which would mean Spratton purchasing a new computer.

After some discussion, SPC Resources Committee resolved to offer the computer to Creaton and purchase a new laptop for the Clerk’s successor. **Action: Clerk to estimate sale value of computer and screen.**

Noted: Litter Picking equipment: the existing arrangements whereby equipment was loaned to Creaton would continue.

RC 005/15 NEW CLERK

To receive template job description and contract from NCALC, discuss and approve (including starting pay-scale): SPC Resources resolved that the following amendments were made: Contact Details: these should be the Clerk's, Final date for applications: Friday 17th July 2015 - SPC Resources Committee resolved to approve subject to the changes being made. **Action: Clerk to send to NCALC and website administrators as soon as possible for publication.**

Meeting Closed: 7.25 pm

Chairman Signature.....

Dated:.....

SPC Resources (Staffing and Strategy) Committee Members:

- Cllr Michael Heaton, Chair
- Cllr Lynn Hogg
- Cllr Fiona Keable
- Cllr Jay Tindale