

Minutes
Of the extraordinary meeting of
MAYLAND PARISH COUNCIL
Held in the Lawling Park Hall
On Tuesday 1st August 2017
At 7.00pm

Present: Cllr Evans (Chairman) Cllr Gibson
 Cllr Oatham Cllr Bush
 Cllr Spires Cllr Edwards
 Cllr Pettitt

77. No Apologies for Absence

78. Declaration of Interests
None.

79. No members of the public in attendance.

80. Discussion was brought about by the Parish Clerks' home address move to Southend and which centred around the Parish Clerks' contract of employment specifically points 5, 6 and 24.

- Job Duties
- Place of work
- Reasonable changes to the terms and conditions of the contract as designated by the full Council in support of Council business.

A variety of mixed views were put forward by each Councillor present regarding the above points, culminating in a proposal put forward by Cllr Oatham, seconded by Cllr Bush, that the Parish Clerk should be based at the new Parish office in Lawling Park Hall for 5 days per week, hours of work from 10am to 2pm. This proposal was supported by two votes.

A counter proposal was made by Cllr Spires, seconded by Cllr Edwards. This proposal required the Clerk to be based in the Parish office for three days per week, working hours to be negotiated. This proposal was supported by five votes. Cllr Spires also stated that all records should be held at the Parish office and that all financial matters should be conducted in the official office. It was also proposed that operational codes must be made available to key councillors.

Cllr Pettitt suggested checking Employment law at this point.

Cllr Oatham expressed concern that the desktop computer had been removed from the Parish office and that it was uninsured by the Council while it was situated at the Parish Clerks current address.

In respect of mileage reimbursement, it was agreed that the start point would be the Parish office at Lawling Park Hall.

Cllr Gibson asked why the laptop computer, which had been agreed and funded, had not yet been purchased for the Clerks ease of working. Cllr Spires agreed that the purchase of the laptop was essential. He also required further clarification as to whether the laptop or other Council owned equipment would be insured whilst the Parish Clerk was working out of the Parish office.

Cllr's Pettitt and Gibson left the meeting at 8pm.

Further discussion resulted in both proposals being withdrawn at this point. A consensus was reached and it was unanimously agreed that the full Council should meet with the Clerk. The aim of the meeting would be to discuss with her how, since she had moved out of the area, she would propose to service and fulfil her contract from her current address. A meeting with Mrs Massenhove would be arranged during the last week of August 2017.

- 81.** Discussion centred around the cost to the Parish Council of the Clerks current pension scheme.

Cllr Gibson informed the Council that in her view, legislation entitles the Clerk to enter into the local government pension scheme.

Cllr Spires stated that the current 1% minimum government pension requirement would be rise to 3% by 2019, however the employee, with the employers agreement, could top up this pension directly herself. It was stated that should the pension administrators not achieve the projected amount then the employer would be expected to make up the difference. The amount that the Parish Council is paying is high relative to the salary and that the pension should be based at 6-7%. In addition to this, the maintenance fee of £540 pa equates to lost finance, the cost per month if £45. Should the fund managers underperform, there is a clause which states that any deficit will be made up by the employers every three years.

A proposal was made by Cllr Spires, seconded by Cllr Bush that the Parish Council will need to source a suitable and acceptable alternative. A vote was taken and all were in favour of this proposal.

The meeting closed at 9.15pm