



**Draft Agenda Ordinary Meeting Leysdown Parish Council
Thursday 17th February 2022 at 7pm at Leysdown Village Hall**

To the Councillors of Leysdown Parish Council, you are hereby summoned to attend a meeting of the Leysdown Parish Council convened by the Chairman to be held at Leysdown Village Hall, Wing Road, Leysdown ME12 4EA

It is courtesy to inform the councillors that this meeting will be recorded (audio only) by attending this meeting you agree to be recorded. The business to be transacted at the meeting is as follows:

22/23 Apologies

22/24 Declarations of Interest (to declare any interest relating to the business of the meeting)

22/25 January 2021 Meeting Minutes Review & Approval

22/26 Councillors Reports

22/27 Public Session (limited to 5 minutes)

22/28 Planning

No new planning submissions as at agenda writing

What response was submitted to January 2022 planning submission as this was to be discussed at a meeting where the clerk was not invited to attend and should be minuted.

APPLICATION REF: 21/506728/FULL PROPOSAL: Section 73 - Application for variation of condition 2 (to allow occupation between 2nd January 2022 and 1st March 2022) pursuant to SW/14/0478 for - Variation of conditions on the planning permissions listed below attached to allow 10 month occupancy of all chalets and caravans on the park

22/29 The Queen's Platinum Jubilee Celebrations

22/30 Parish In Bloom 2022

22/31 Children's Centre Building GP Campaign

22/32 Bandstand Works

Consideration of Richard Baker Associations Specification of Works Proposal

22/33 Tree planting

22/34 LPC Residents Communication Afternoons

22/35 Cycle Path

22/36 Promenade Fitness Trail/Games Installation

22/37 Correspondence

22/38 Clerk Recruitment

KALC Advice for Clerk Role & Cover While Recruiting

Under the 1972 LGA that someone must discharge the two key offices of RFO (finance) and Proper Officer (legal) and this invariably in smaller LCs is just one person "the clerk". Sometimes there will be a gap between losing a clerk and appointing a new one and this can be covered by a temporary clerk, and this can be a locum (ideally approach a local council and here your KALC area committee is a useful resource) to ascertain if a local chairman has a clerk and any spare capacity. Failing that the SLCC offer a locum service:

linda hedley lindahedley@hotmail.com

However, if all else fails a member of the council (usually a backbencher with the correct skills) can also act as a temporary clerk (unpaid) but this is very much as a "minute secretary" and should only ever be a temporary solution until you have recruited a professional clerk.

In all cases it should be in the minutes at the outset who is discharging the two key offices (i.e., the acting/locum).

22/39 Finance Cheques for Approval

- Nicola Scott Clerk Final Pay to be confirmed by Blain Pritchard payslip
- Christmas Lights Invoice Cheque reissue £5,184.00
- SBC Elections costs recharge £3269.36

Accounts

Balance of NatWest Account as of 25 Jan 2022 £35,001.77

Income £0.00

DD BT £47.34

22/40 Second Public Session (limited to 5 minutes)

22/41 Notice of Agenda Items for Next Meeting

22/42 Close of Meeting

Signed *Nicola* Nicola Scott (Clerk)