

MINUTES OF A MEETING OF THE SWEFLING PARISH COUNCIL
12 January 2021 (Virtual Meeting)
7.30-7.50 pm

PRESENT: Cllr John Stanley in the Chair.(Chair)

COUNCILLORS: Jude Chin, Julia Kinsey, Annie Rogers and Martin Wyard.

IN ATTENDANCE: Michael Smithson

APOLOGIES: Apologies were received from Cllrs Jude Chin, Audrey Lummis and Prof. John Tesh,

1. CHAIRPERSON:

The Chair opened the meeting chaired it throughout.

2. NOTICES AND QUORUM:

The Chair confirmed that proper notice of the meeting had been given and that there was a quorum.

3. DECLARATIONS OF INTEREST/DISPENSATION:

No declarations of interest specific to this meeting were received.

4. MINUTES:

- a. There were no minutes of the previous meeting available for approval owing to the recent retiral of the Clerk to the Council.

5. PUBLIC FORUM

- a. there was no attendance by any members of the public and there were no questions received.

6. BUSINESS OF THE MEETING:

- a. No documents had been circulated prior to the meeting
- b. Items for discussion**
 - i. Appointment of replacement Parish Clerk; and
 - ii. foul drainage problems, affecting some homes in Holdens Meadow.

7. RESOLUTIONS:

- a. Public notice of a vacancy for the appointment of clerk for the parish of Swefling having been given, due consideration was given to an application submitted by Michael Smithson, following which it was unanimously **RESOLVED** that Michael Smithson should be appointed to the position of Clerk to the Council (**Clerk**) on the terms advertised , namely at pay scale .7 of the New Pay Scale for Clerks



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and Other Government Services and it was **FURTHER RESOLVED** that the Chair would issue a written contract of employment to the Clerk, upon the basis that the appointment would commence with immediate effect i.e. from and including 12 January 2021. It was **ALSO RESOLVED** that the Clerk at the Council's expense should undertake appropriate clerk training via SALC.

- b. Following a summary given to the meeting by the Chair of the persistent problems, i.e., overflowing sewage and attendant foul smells, with potential public health hazards, going back 12 years, relating to one of the two Sewage Treatment Plants (STPs) situated at Jubilee Close affecting certain residents of Holdens Meadow, it was unanimously **RESOLVED** that the Clerk and the Chair be instructed to write a strong letter of complaint to Flagship Group, being the operator of the STP.

8. ADMINISTRATION:

- a. Nothing to report.

9. FINANCE:

- a. Nothing to report.

10. CORRESPONDENCE:

- a. Nothing to report.

11. QUESTIONS TO THE CHAIR:

- a. The chair wished it to be **NOTED** and the meeting agreed, that recognition should be recorded of the contributions made by Maz and Mark of the "Sweffling White Horse", for voluntarily stepping in to provide a good level of direct assistance and co-ordination for the benefit of those within the village who needed a measure of help during the continuation of the Pandemic.

12. ACTIONS:

Action	Responsible person(s)	Deadline
7(a) Clerk Contract of employment and training.	Chair and Clerk.	Next monthly meeting

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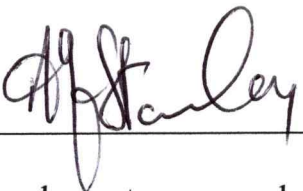
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7(b) Letter to Flagship	Chair and Clerk.	ASAP
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13.NEXT MEETING:

The date and time for the next meeting (by Zoom) is Tuesday 9th February 2021 at 7.30 pm.

The meeting was closed by the Chair at 7.50 pm



Signed as a true record
John Stanley, Chairperson

Date:09 February 2021