

HIGHMOOR PARISH COUNCIL

Minutes of the Extraordinary Parish Council Meeting held on Thursday 26 October 2023 at 7pm at the Memorial Hall, Highmoor

Present: Councillor Elaine Mulvaney (Chairman); Councillors Catherine Clarke, Judi Stacpoole and Richard Stacpoole

Also Present: Theresa Goss

Key:

SODC	South Oxfordshire District Council
OCC	Oxfordshire County Council
HPC	Highmoor Parish Council
OALC	Oxfordshire Association Local Councils
CIL	Community Infrastructure Levy
ICO	Information Commissioners Office
AGAR	Annual Governance Accountability Return
Conservators	Nettlebed & District Commons Conservators

93.23 Apologies For Absence – An apology for absence was received from Councillor Jane Stevens because she was unwell.

Resolved that the apology for absence from Councillor Jane Stevens be approved and the absence authorised.

94.23 Declarations of Personal and Prejudicial – There were no declarations of interest.

95.23 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 96.23 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

96.23 Appointment of Locum Clerk, Proper Officer and Responsible Financial Officer – The Parish Council discussed the appointment of Theresa Goss, as the Locum Clerk, Proper Officer and Responsible Financial Officer.

Resolved that:

- 1) Theresa Goss be appointed as the Locum Clerk, Proper Officer and Responsible Financial Officer, until 10 January 2024 when the appointment will be reviewed;
- 2) the appointment of Theresa Goss as Locum Clerk, Proper Officer and Responsible Financial Officer, be back dated to 16 October 2023;
- 3) the Chairman be given delegated authority to agree and sign the contract for the Locum appointment; and **Action TG/EM**
- 4) the process for the appointment of a permanent Clerk, Proper Officer and Responsible Financial Officer be commenced. **Action TG/EM**

The meeting concluded at 19.10.

Signed: _____

Chairman/Vice Chairman

Date: 6 December 2023