



**Minutes of the Extraordinary Meeting of the Council held on Monday, 9<sup>th</sup> October 2023 at 7pm at the Pavilion.**

**Present:** Cllr Thorley (Chair), Cllr Chamberlain, Cllr Jensen, Cllr Porter, Cllr Wilson, Cllr Chalker, Cllr Manning & Cllr Vye.

**In attendance:** Mr C. Jensen, Clerk

There were no members of the public present.

**98) Apologies for absence**

Cllr Nightingale – other commitment

Cllr White – other commitment

*It was resolved to accept these apologies.*

**99) Declarations of interest (DPI, conflict of interest and personal interests) and alterations to the Register**

None.

**100) To elect a new member for Cuxton Parish Council's Finance Committee due to the recent Councillor resignation and to consider the process to elect a new Chairman for the Finance Committee**

Cllr Thorley gave the background to the recent Councillor resignation and provided an update following the clerk's discussion with Medway Council's Head of Election and Member Services. Cllr Thorley suggested as Cllr Wilson had already given her apologies she could not attend the Finance meeting scheduled for 9<sup>th</sup> November and Cllr Jensen was also unlikely to be available, the date of that meeting should be re-scheduled. Cllr Thorley asked the clerk to add this matter for discussion at the next full Council meeting.

Following discussion, as the Finance meeting was particularly important and Councillors needed sufficient preparation time, Cllr Chamberlain suggested a decision be made as to the new member of the committee and the chair by the Councillors present at this meeting. Cllr Chalker advised he was prepared to join the Finance Committee and become chair of that committee. Cllr Wilson proposed Cllr Chalker join the Finance Committee as Chairman. This proposal was seconded by Cllr Porter. All Councillors voted in favour of this proposal.

**101) Discussion regarding changing the signatories for the Parish Council's bank accounts due to the recent Councillor resignation**

The clerk advised Councillors of the signatories of the Parish Council's bank accounts. The recently resigned Councillor had now confirmed to the clerk he had destroyed all documentation which related to the Parish Council's current account. Cllr Thorley advised she would action payments on the Parish Council's current account when the existing clerk left and before the new clerk was in situ.

Cllr's Chalker and Manning both advised they would be prepared to function as signatories on all the Parish Council's bank accounts, in addition to the existing signatories, Cllr Thorley and Cllr White, when the current clerk left his post. Cllr Porter proposed both Cllr Chalker and Cllr Manning be added as signatories on all the Parish Council bank accounts. This proposal was seconded by Cllr Thorley. All Councillors voted in favour of the proposal. The clerk to contact the financial institutions concerned to obtain the appropriate documentation in this regard.

Cllr Thorley requested the help of all Councillors going forward during this period and all confirmed they would assist.

**102) To discuss approaching the clerk to Halling Parish Council for clerking support and assistance regarding the Rialtas accounting system if required during the interim period between the current clerk leaving and the new clerk taking up their position**

Following discussion, Cllr Chalker advised he would speak to Mr Fribbens, Halling Parish Clerk, to ask if he would help in the interim period, if required.

**103) Information Exchange**

The details for the co-option of a new Councillor were raised, and this matter to be discussed at the next full Council meeting.

Cllr Thorley requested a new Chairman should be considered at the next full Council meeting.

**104) Members Future Agenda Items**

Co-option details of new Councillor.

Discussion regarding a new Chairman of the Parish Council.

Discussion regarding rescheduling the date of the Finance Meeting currently due to take place on 9<sup>th</sup> November.

**The Chairman closed the meeting at 8:04 pm**

Next meeting 19th October 2023, 7pm at Cuxton Library

**Signed            *Ged Chalker*            Chairman**

**On the            *19th*            day of            *October*            *2023***