

**Minutes of a Remote Extra Ordinary Meeting of Ecclesfield Parish Council  
Held on Thursday 23 July 2020 via Zoom Video Conference**

**Commenced: 6.00pm – Concluded: 6:38pm**

**Councillors Present.** John Housley (Chairman), Terence Bawden, Victoria Bowden, Anthea Brownrigg, John Brownrigg, Paul Brunt, Kate Guest (minute taker), Alan Hooper, Carol Levery and David Ogle.

**Absent Councillors.** Tracy Grantham, Gary Lakin, James Swift and Paul Swift.

**Members of the Public.** Three members of the public.

**Chairman’s Opening Remarks**

To receive the Chairman’s opening remarks.

Note: In accordance with the Remote Standing Orders Addendum, the Chairman will notify those present about the holding of virtual meetings.

The Chair reminded members about the meeting protocols surrounding virtual meetings and councillor conduct. Members of the public were reminded of their right to participate. A member of the public raised that they had sent email correspondence to the Council but had not received a response. This to be rectified. All committee members introduced themselves.

**2020/009 Apologies for Absence (EOFC)**

To receive and approve apologies for absence and reasons given to the Clerk / Chair of the Committee prior to the meeting.

Apologies were received from Cllr Grantham.

**RESOLVED:** That the apologies of absence and reasons are accepted and approved by the committee.

**2020/010: Exclusion of Press and Public – Public Bodies (Admission to Meetings Act) (EOFC) 1960**

To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

No agenda items identified.

**2020/011 Declarations of Disclosable Pecuniary and Other Interests (EOFC)**

To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

No declarations of interests were received.

**2020/012 Ecclesfield Parish Council Staffing situation  
(EOFC)**

The Chair advised that the Parish Council currently had no Clerk / Proper Officer. That the Admin Officer was on sick leave and the part time Admin Clerk had been absent from the office for different reasons. The Chair thanked the Admin Clerk and Community Liaison and Archive Worker for their assistance during this difficult time. They had been able to organise the Summons for the Planning Committee and this had worked well and was a good format to follow.

The Chair advised that the Locum Clerk had resigned after two weeks for personal reasons. The Chair had been in contact with YLCA and the Chair of Staffing had contacted SLCC for advice and support.

The Chair advised that the Council were receiving enquiries from Parishioners but that it was difficult to respond as there was not enough staff to complete everything. The Community Liaison Officer commenced employment with the Council several weeks ago and is still finding their feet. Finding information to send to the community has been difficult. It has not been helpful that some Councillors and members of the public have been trying to close the Council down.

A discussion took place around the fact that Councillors should be working together for the good of the Parish. Also, about the way Councillors treat each other and that no one wanted to support each other. That reasons for not getting along together are becoming very personal. That all Councillors have strengths in different areas. That if Councillors are not happy that they air their feelings in Council where it can be debated rather than on Social Media.

It was discussed that the likelihood of a full time Clerk is a way away and that some requirements of the Council could be outsourced e.g. the payment of staff wages and the role of minute taker.

It was suggested that the previous Proper Officer was aware of where everything was in the Office and could fulfil the requirements. A debate took place about retrieving information and handover meetings.

**2020/013 To elect a Proper Officer  
(EOFC)**

Cllr John Brownrigg and Cllr Ogle were nominated to be Proper Officer. Cllr Ogle rejected the nomination but advised that he was willing to help where he could.

Proposed by Councillor Housley and Seconded by Councillor A Brownrigg, and

**RESOLVED:** That Cllr J Brownrigg be elected Proper Officer on a Voluntary Contract and that the Contract include a handover period.

Those in favour: Cllr Bowden, Cllr A Brownrigg, Cllr J Brownrigg, Cllr Guest, Cllr Hooper, Cllr Housley, Cllr Lavery and Cllr Ogle.

Those abstaining: Cllr Bawden and Cllr Brunt.

The Chair congratulated Cllr J Brownrigg on his appointment of Proper Officer and thanked the public for attending and closed the meeting at 6:38pm and the date of the next meeting would be left to be decided.