

Draft notes of a meeting of the Executive sub-committee held remotely using Zoom on 13th August 2020 at 14:00

Present: Cllrs Kilcoyne, Manders, Moran and Trought (arrived at 14:02).

In attendance: Clerk to Council, Mrs S Knowles

No members of public were present

1. **To receive apologies and accept valid reasons for absence**– It was **RESOLVED:** That apologies from Cllr Walker be accepted.
2. **To receive members’ declarations of disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any agenda item** – Nil
3. **To confirm the minutes of the Executive committee meeting held on 21st May 2020** - It was **RESOLVED:** That the minutes of the meeting held on 21st May 2020 be approved and signed as a true record by the chairman.
4. **To consider a risk assessment for the community library and a schedule for reopening** – It was **RESOLVED:** That the risk assessment for the community library be accepted and the facility be reopened in phases from 7th September 2020.
5. **To receive a report on reopening recreation ground facilities and changes at outdoor facilities** – A verbal report was given regarding the use of the recreation ground. The sub-committee agreed that the pavilion would not reopen any further for the time being and any changes be considered again at a future meeting.
6. **To consider the Parish Council website**– A verbal report was given on progress in setting up the new website and this would be relayed to Full Council.

It was **RESOLVED:** That quotes be obtained to assist transferring content from the old to the new website.

7. **Items for the agenda of the next sub-committee meeting** – Nil. Meetings to be arranged as required.

Items of a confidential nature to be debated in the absence of the press and public. Under the Public Bodies (Admission to Meetings) Act 1960 (due to the confidential nature of business relating to employees)

It was **RESOLVED:** That the press and public be excluded from the meeting for the consideration of the following item on the grounds that it involves the likely disclosure of exempt information (personal information related to employees).

8. **To consider staffing matters** – It was **RESOLVED:** That a recommendation be made to Full Council to appoint to a new role, deputy clerk.

It was **RESOLVED:** That a recommendation be made to Full Council to pay the clerk and assistant clerk for additional hours worked.

There being no further business the chairman closed the meeting at 15:11

Signed _____ Chairman