

DUNSTER PARISH COUNCIL

MINUTES OF THE EXTRA-ORDINARY PARISH COUNCIL MEETING HELD At DUNSTER TITHE BARN
ON Thursday 30th July 2026 7.00pm

Attendees

Councillors: Geoff Dibble (Chair), Kevin Sully, Alan Vicary, Carol Ell, Barbara Bryan, James Morley, Steve Harris, Tessa Williams, Matt Griffiths and Linda Dibble

Clerk: Mrs Sarah Towells

Other:

Apologies

Councillors: Peter Finney

Other: None

Cllrs absent without apology: None

26/94 To note apologies for absence: As noted above.

26/95 Any New Declarations of interest and dispensations: It was **resolved** to note there were none.

26/96 To resolve to exclude the Press and the Public from the remainder of the meeting: It was **resolved** to remove the press and public from the remainder of the meeting due to confidentiality of the items.

26/97 Clerks Concerns: The Clerk wanted to bring concerns to the Council in line with her job role to ensure that statutory and other provisions governing or affecting the running of the Council are observed. This is to mitigate the risk to protect The Council, its employees and volunteers and the parishioners.

26/97.1 Council resolutions and how these are minuted: The Clerk was concerned there were some misconceptions regarding legislation around resolutions following a Council meeting. The legislation regarding resolutions is in place to protect the Council, its employees, volunteers and contractors. The Clerk went on to explain briefly about the 6-month rule and predetermination. The Clerk feels that some Councillors would benefit from councillor training. The Clerk also outlined that the minutes are a true record of that meeting. If councillors are to be included in carrying out resolutions the councillors' names are always in the minutes. Regarding tenders and quotes The Clerk follows the Councils financial regulations and standing orders in line with legislation. Further information can also be found in the scheme of delegation.

26/97.2 Employment Law: The Clerk highlighted the Council were in breach of Employment Law and would forward further information to the Personnel Committee regarding this.

26/97.3 Clerks Job Description and Contract: Due to no annual appraisals ever being conducted since the Clerk accepted the role, the job description and contract have not been updated in line with changes to the Clerks roles and responsibilities. The Clerk requested a personnel meeting so this could be done to protect both the Clerk and the Council.

It was **resolved** a meeting would take place in September in line with legislation.

26/93 Close Meeting: The chairman declared the meeting closed 7.25p.m.

Signed Date.....