



**MINUTES OF THE EXTRA ORDINARY MEETING OF
KEMPSEY PARISH COUNCIL HELD ON
MONDAY 25 SEPTEMBER 2023
AT 7.30PM AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Waller (Chairman), Cllr Stevens, Cllr Gardener, Cllr Charnock, Cllr Cooke, Cllr Bott (left at 8.35pm) and Cllr Bristow (arrived 7.35pm)

IN ATTENDANCE: - District Cllr Harrison and Mr. Biddle plus 4 other members of the public Sharon Baxter - Parish Clerk and Responsible Financial Officer

1. Apologies: Cllr Anstey (Personal), Cllr Clamp (Personal) - Accepted
County Councillor Allen (Personal) and District Councillor Michael (Personal) - Received
2. Declarations of Interest
 1. Register of Interests: Councillors were reminded of the need to update their register of interests.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature - Cllr Bott declared a Pecuniary Interest as her husband is an applicant for the Community Builder role and also the Parish Lengthsman.
 3. To declare any Other Disclosable Interests on items on the agenda and their nature - None
3. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of The Localism Act 2011) - written requests to be submitted to the clerk prior to the Meeting - None

PUBLIC QUESTION TIME - Notes from Public Question Time are appended to these minutes.

4. Proposal to accept the Insurance Renewal applicable from 1.10.2023
The areas of concern are that the buildings need to be revalued and the sums insured adjusted to reflect any new values. Committees to review the relevant areas of cover as per schedule.
Clerk to request in future that the renewal schedule be issued a month in advance to allow the Parish Council more time to fully assess it.

RESOLVED: To renew the Parish Council insurance with Arthur J Gallagher Insurance Brokers Limited at a cost of £5090.34 for one year from 1.10.2023.
The Parish Council decided not to enter into a 3 Year Long Term Agreement option.
5. **RESOLVED:** To reinvest and increase monies currently held with Unity Trust bank in a current account into a 1 Year Fixed Account offering 5% bank interest. (Please note £100K investment is required of which we hold £84,800 with Unity Trust Bank). Please note a transfer will be required from alternative Council funds.
6. Conclusion of Audit AGAR 2022/23 - For Information Only
The Parish Council would like to thank the Parish Office staff for their diligent work in looking after its financial affairs and for an excellent audit report.
7. **RESOLVED:** The location for the installation of VAS poles at Kerswell Green identified by WCC Highways was agreed. Clerk to inform WCC Highways.

Action

8. Proposal to install CCTV at the Sports Pavilion - **ITEM WITHDRAWN**

Agenda item 11. was discussed before agenda items 9 and 10. at which point Cllr Bott left the meeting owing to the pecuniary interest that she had declared. She left at 8.35PM

9. Proposal to appoint a Community Builder

Cllr Waller invited views on whether this item should be discussed in the public session or in confidential session. It was decided to proceed in open session without disclosing the names of the candidates.

Cllr Waller summarised how we reached the point of recruiting a Community Builder, highlighting The main objectives of the role, to take forward the results from the Parish Survey 2022 and to work to improve connectivity and resilience in the local community.

Four applications for the post had been received by the closing date and an Interview Panel comprising of Cllr Waller, Cllr Charnock and the Clerk had conducted two interviews on 18 September where a unanimous decision was reached with a recommendation to be put forward to the Council of the preferred candidate. This recommendation had been circulated to councillors with the agenda for this meeting.

Cllr Charnock, subsequently expressed his concerns about the interview process stating the reasons for changing his position including having been approached by members of the public on the matter of the interview process and the recommendations.

This progressed onto a lengthy discussion centered around whether all four applicants should have been interviewed, the number of councillors on the interview panel, whether the process was fair, reasonable and appropriate, how candidates were scored - bench marking and with one suggestion to recruit two community builders to share the funding equally.

A proposal that the remaining two candidates be interviewed by the same panel could not proceed as Cllr Charnock declined to participate further as a panel member. No agreement was reached on a proposal to restart the interview process with a different interview panel due to practical considerations and differences of opinion on its appropriateness.

Councillors expressed that they would be happier to have a wider representation of Councillors present (only 6 were present) to help reach a decision.

A holding statement is to be issued to all four candidates thanking them for their contribution to this process informing them that the Parish Council is yet to reach a conclusion and will consider the applications at its meeting on Monday 9 October 2023.

- ITEM DEFERRED

10. Proposal to authorise the Clerk to sign the Community Builder Service Agreement - **ITEM DEFERRED.**

11. **RESOLVED:** To authorise the Clerk to complete and sign the UK Shared Prosperity Fund Community Builder hosting Grant Fund Agreement between Malvern Hills District Council and Kempsey Parish Council and return it to MHDC.

Please note confidential session was not entered into.

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from discussions only in respect of agenda item 12 & 13. as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

12. Proposal to appoint a Community Builder (only if required) – Discussed at length in full session.

13. Proposal to authorise the Clerk to sign a new lease with Kempsey Tennis Club Ltd - **ITEM DEFERRED**

Meeting Closed at 9. 37 PM

Signed Chairman..... Date

Standing Orders were adjourned.

PUBLIC QUESTION TIME

A parishioner requested an update on the new litter bins, confirming the lid was missing from one of the newly installed bins located on the junction of the footpath from Lyfs Lane to A38, heading towards the shop. Cllr Bott confirmed she would ask the Lengthsman to try and find it.

Cllr Harrison referenced the Community Builder confirming he understood all four applicants would be interviewed. Cllr Waller confirmed there was no discussion on the number of applicants to interview. A question was asked about the number of applicants to be interviewed, to which he responded with 4 but never elaborated, 4 (*if needed*). He explained the plan was to interview two candidates and to then assess whether it was appropriate to interview the next two candidates. He offered his best practice explanation regarding the interview process. As a unanimous decision was reached by the Interview Panel from the two candidates interviewed, it was agreed not to proceed with any further interviews, but to make a recommendation to the full Parish Council.

Discussions continued, to which Cllr Waller advised Councillors to address under the appropriate item on the agenda.

Standing Orders were reimposed.