Springfield Parish Council
Minutes of the Extra Ordinary Full Council Meeting

The Council met at 7pm on Monday 19th August 2024 in the Council Chamber, Springfield Parish Centre, St Augustine's Way, Springfield, Chelmsford, Essex, CM1 6GX.

Councillor R Carson chaired the meeting.
Present: Councillors G Brazendale, R Lee, D Havell, J Pioli, I Fuller and E Aluko.
In attendance: Clerk to the Council, Clare Milligan.

053/24. Apologies for Absence
Apologies were received and agreed for Cllrs N Dudley, B Chadwick, S Bryne-Lagrue, A Chong, K Hine and S Sullivan.

054/24. Declarations of Interest
There were no declarations of interest.

055/24. Public Question Time
There were no members of public.

056/24. Governance Split Financial Working Group
Cllr R Carson spoke about the agreed offer of £135,000 to Chelmer Village Council (CVC) and what should be the agreement start date. There were two suggestions one starting from April 2023 when the Council's split or two from the day the agreement will be signed. An in-depth discussion and debate took place and it was agreed to start the agreement from when it is signed by both Councils. However, as CVC have agreed to pay back half of the loan repayments each year this should be prorated from the date the agreement is signed. For instance, if the agreement is signed in October 2024 and the last repayment of the loan was August 2024 and the next one is not until February 2025, CVC will need to pay half of the pro rata amount of the loan repayment between October 2024 and February 2025. Proposed by Cllr J Pioli, seconded by Cllr E Aluko; with 6 for and 1 abstention the motion was passed. A discussion then took place as to who would pay for any legal fees Springfield Parish Council would incur with the agreement. As it was felt that CVC will be arranging for any agreement to be drawn up Springfield's cost could be minimal. However, this will be discussed further at a future meeting once Cllr R Lee has contacted Chelmsford City Council legal team to see if they can help.

057/24 Private and Confidential
It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential mature of the business to be transacted in the following items. Proposed by Cllr R Carson, seconded by Cllr E Aluko and agreed unanimously.

058/24. Staffing Matters including the Memorandum of Understanding (MOU)
The Clerk had circulated a copy of the MOU and information that Cllr R Carson had received from Essex Association of Local Councils HR consultant's Worknest. Cllr R Carson talked about the MOU and explained that having staff contracted by one Council with secondments to another was unusual. After an in-depth discussion including talking about separate contracts or a joint contract for employees the Council decided to leave the arrangement as is but if any new staff were taken on and were employees solely for CVC then these staff should be employed directly by

CVC. Proposed by Cllr E Aluko, seconded by Cllr J Pioli; with 6 for and 1 abstention the motion was passed.

Cllr R Carson discussed the possibility of separating the Clerk and Responsible Financial Officer (RFO) roll. After an in-depth discussion it was agreed to leave the role as one.

Cllr R Carson advised that a Locum Clerk, John Watson, will be starting to cover whilst the Council looks for a new Clerk/RFO. They will begin on Thursday 22nd August 2024 to receive a handover from the current Clerk.

Cllr R Carson advised that the current Bookings Administrator will be leaving on Wednesday, 21st August 2024. Interviews had taken place for a replacement and one of the candidates had been offered the role.

Cllr R Carson thanked the current Bookings Administrator for all their hard work and support over their time with the Council.

Cllr R Carson thanked the current Clerk, who will be leaving on Friday 23rd August 2024, for all their support and hard work over the last 5 months and helping to get the Council back on an even keel.

There being no further business the meeting was closed at 8.43pm.

Signed……………………………………Chair Date…………………………………