

**MINUTES OF A SPECIAL MEETING
OF DALE ABBEY PARISH COUNCIL
HELD ON 28 APRIL 2011**

Present: Parish Councillors S Bown, T Davies, A Dunn,
P Farmer, C Just, and J Smith

Councillor P Farmer (Chairman) in the Chair

Part 1 – Non confidential information

1104 APOLOGIES FOR ABSENCE

Parish Councillors J Heraty and N Sisson.

1105 VARIATION OF ORDER OF BUSINESS

The Chairman indicated that he would be raising an additional item prior to the exclusion of the press and public.

1106 DECLARATIONS OF INTEREST

There were no declarations of interest.

1107 USE OF PARISH PLAYING FIELD, DALE ABBEY

The Chairman reported upon an approach from the Gateway Christian School for the use of the parish playing field to accommodate the training of pupils by representatives of Derby County Football Club in connection with the Club's charitable fund raising activities.

RESOLVED that the request be approved subject to school indemnifying the Parish Council against any claims, actions or demands arising out of such use.

1108 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the balance of the meeting as the item to be considered contains private and exempt information.

Part II – Confidential Information

1109 POST OF PARISH CLERK AND RESPONSIBLE FINANCIAL OFFICER

On behalf of the Recruitment Sub Committee the Chairman explained to the meeting the procedures which had been followed to enable the Sub Committee to recommend an appointment to the post of Clerk and Responsible Financial Officer.

RESOLVED

- (1) that Mrs J Cooke be appointed to the post of Clerk and Responsible Financial Officer with effect from 1 May, 2011 on SCP 20 of Scale LC1, subject to –
 - (a) the receipt of two satisfactory references and
 - (b) the signing of a formal Contract of Employment, including appointment for an initial probationary period of six months
- (2) that subject to satisfactory and effective service, the hourly rate payable to the employee be the subject of review after the probationary period
- (3) that the retiring Clerk be retained for a transitory period from 1 May 2011 as a Consultant on his current salary hourly rate for the number of hours worked to enable a smooth transition of duties and responsibilities to take place and
- (4) that cheque no. 001762 payable to the Gateway Christian Centre in the sum of £26.00 be signed by two authorised signatories to cover the hire fee for the use of the Centre for the interviews of for this meeting.

Signed 19 May, 2011
Chairman to the Parish Council