



ORLETON PARISH COUNCIL

**Minutes
of the extraordinary meeting of Orleton Parish Council
held on Thursday 28th June 2024 at 17.00
at the Village Hall**

PRESENT: Councillors C. Mitchell (in the Chair) B. Rogers, D. Lane (Council quorate)

1. To Receive apologies for absence

Apologies for absence were received from Cllr B. Powell (holiday) R. Gittings (away trip) V. Bishop (illness)

2. To receive declarations of interest & written dispensation requests.

None received.

3. To pass a resolution to exclude the public due to confidential nature of the following item.

Resolution to exclude members of the public proposed by Cllr D Lane and Seconded by Cllr B Rodgers.

RESOLUTION AGREED

4. Employment of a new Clerk / Responsible Finance Officer.

- 4.1 Cllrs B Rogers and C Mitchell interviewed one candidate at HALC offices Hereford on 24 June 2024. The candidate was found to be a more than suitable individual for the role
- 4.2 Ms A Littleworth was identified as the preferred candidate. Motion to 'Appoint Mrs Littleworth as the Clerk / RFO for Orleton Parish Council' proposed by Cllr D Lane and seconded by Cllr B Rogers.

MOTION CARRIED

- 4.3 Contracted Hours of employment agreed to be 12 hours weekly
- 4.4 Salary to be offered at point 24 of the 2023 / 2024 National Local Government Pay scale.
- 4.5 Commencement date to be 1 July 2024.

5. Date of next scheduled Parish Council meeting 18th July 2024.

Meeting Closed at 17.10.

Signed..... Chairman Orleton Parish Council