**KENNET VALLEY PARISH COUNCIL**

Minutes of the Extraordinary General Parish Council meeting held on **Monday 29th July 2024** in the Kennet Valley Hall at **6.30 pm**.

This extra meeting is being held to review the outstanding issues and ensure as far as possible an efficient transition following the resignation of the current Chair and Parish Clerk.

**Present**: Cllr J Drew, Cllr M Bates, Cllr D Woolley, Cllr C Rogers, Cllr J Turner, Cllr A Miller, Cllr J Ward, Cllr T Tolputt & Cllr V Hemery.

**Public Participation:** None

**In attendance:** Mrs. S Roberts (Clerk)

1. **Election of Chair**

Cllr Jayne Drew opened the meeting and announced her resignation as Chair. Cllr Martin Bates was elected as the new Chair of the Parish Council. ***Cllr A Miller proposed, and Cllr D Woolley seconded.*** Cllr Martin Bates signed a Declaration of Acceptance of Office in the presence of the Proper Officer of the Council.

Martin Bates thanked her for her time on the Council and for all the hard work she had put in over the last few years.

1. **To receive apologies for absence.**

Apologies were received and approved from Cllr Claudius Kohrt and Cllr Rachael Richards,

1. **To receive declarations of Interests & approve dispensations.**

None.

1. **Items to be taken in private session.**

None

1. **To fill the vacancies on Committees and Working Groups not filled at the Annual Meeting and those created following resignation.**

Cllr James Ward agreed to join the Civil Emergency Working Group & Communications Working Group.

1. **Appointment of a Proper Officer and RFO.**

The position has been advertised, with several applications received. Interviews will be held on 12th August. The current Clerk & RFO has agreed to remain in post until the end of August. Should no appointment be made the Council will need to consider at the September 2024 meeting whether to engage a locum.

1. **Agree new Registered Office.**

The Council office is usually the address of the current Clerk, this will be reviewed at the September 2024 meeting.

1. **Minutes of the previous meeting**

The Council approved and authorised the minutes of the meeting of the Council held on 24th June 2024.The Council noted the minutes did not record an action for Cllr Jill Turner to speak to the owner of Manor Farm in relation to land adjacent to the Burj at the Bell to discuss viability of extending the Burj at the Bell car park.

1. **Committee and Working Group updates**

The memorial bench on the Dene has been highlighted as requiring maintenance. Cllr Jill Turner agreed to contact the family whose memorial bench it is to see if they would be happy for the Council to varnish it. **Action Cllr J Turner.** The Clerk agreed to ask the gentleman from Lockeridge who refurbished the picnic bench if he would be happy to carry out the necessary works on the bench. **Action Clerk**

The SSEN grant money will need to be returned to SSEN**. Action Cllr J Turner & Clerk**

Lockeridge village gate – the Clerk has left a message for a local carpenter to request a quote for the repairs as well as a quote for the new noticeboard at the Kennet Valley Hall.

Sarsen Stone on the Dene – Rachael is checking with the owner of Dene Cottage to agree the location of a new stone on the Dene to discourage parking on the Dene. **Action R Richards**

1. **Southfield – West Overton**

The Council agreed they are not responsible for the land in front of 27 ,28 and 29 Southfield. Records show the area as being in the ownership of the individual houses. A response to be provided to the requestor suggesting they check their deeds and advising the Council are not responsible for maintaining the area. **Action Clerk**

1. **Communications**

Items for UKN inclusion – graffiti at West Overton, Peacock Field equipment.

1. **Agree revised date of September meeting and agenda items**

The next meeting of the Council will take place on Monday 2nd September at 6.30pm.

Items to be added to the agenda to include – election of Vice Chair, Co-option, appointment of new Clerk & RFO, to fill the vacancies on the committees not filled at the last meeting.

The meeting ended at 7.35 pm.

This is the last page of the minutes.