

**WEST MERSEA TOWN COUNCIL**

**MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON THURSDAY 29TH JUNE 2023**

PRESENT: Councillors: Sophie Weaver (Chair)  
Bob Holmes  
Carl Powling

IN ATTENDANCE: Locum Town Clerk

23/148 **APOLOGIES FOR ABSENCE**

To receive apologies for absence and a vote of acceptance to be taken

Apologies were received from Councillors Jarvis and Moore. No vote was taken.

23/149 **DECLARATIONS OF INTEREST**

Councillors will be reminded that they must declare in relation to this agenda any disclosable pecuniary interests which would prevent them from participating in any discussion or participating in any vote upon the item, or any other pecuniary interest, any other registerable interest or non-registerable interest which would prevent them from participating in any discussion or participating in any vote upon the item.

There were no declarations of interest received.

23/150 **PUBLIC PARTICIPATION**

A period of up to 15 minutes (maximum of 3 minutes per person) for members of the public to ask questions or submit comments about items on the agenda and any other matters they wish to bring to the Council's attention.

No public in attendance.

23/151 **PERSONNEL**

To appoint a temporary Responsible Finance Officer

**It was RESOLVED to appoint Karen Kuderovitch as the Responsible Finance Office.**

23/152 **FINANCIAL YEAR 1 APRIL 2022 TO 31 MARCH 2023**

I. To approve Section 1 of the Annual Governance Statement 2022/23

**It was RESOLVED to approve Section 1 of the Annual Governance Statement 2022/23**

II. To approve Section 2 of the Annual Governance Statement 2022/23

**It was RESOLVED to approve Section 2 of the Annual Governance Statement 2022/23**

III. To note the Internal Audit report to year end 31 March 2023 and to consider recommendations

**It was RESOLVED to note the Internal Auditor report to year end 31 March 2023 and to take action as required.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Draft minutes subject to approval at the next meeting of the Council

23/153

**EXCLUSION OF PRESS AND PUBLIC**

To RESOLVE that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960

23/154

**PERSONNEL**

To discuss latest advice from the HR company and agree next steps

**It was RESOLVED that Petra Palfreyman and Karen Kuderovitch (joint locum Town Clerks) will work together to create an action plan for the Council.**

**CLr Weaver reported that discussions were still on going with the appointed independent HR company.**

23/155

**IT/EMAILS**

To discuss and agree IT/email options during the Clerk's absence

**It was RESOLVED that Karen Kuderovitch would deal with the Town Clerks emails with immediate effect and all Council passwords will be changed.**

There being no other business the Mayor closed the meeting at 11am.

Signature \_\_\_\_\_

Date \_\_\_\_\_