Oldbury on Severn Parish Council

Clerk/RFO: Mrs Victoria Bailey
88 Badger Road
Thornbury
South Gloucestershire
BS35 1AD
Tel. 07922807405
oldburyonsevernpc@gmail.com
www.oldburyonsevern.uk

Minutes of the Extraordinary Meeting of Oldbury on Severn Parish Council held in the Main Hall of The Memorial Hall, Camp Road, Oldbury on Severn, BS35 1PR at 10.00am on Friday 26th May 2023

Present: Cllr Sheila Bedford, Cllr Matthew Riddle, Cllr Kate Warrender and Cllr Chris Jennings

Clerk: Victoria Bailey

1. Apologies
   Apologies received from Cllr Laura Day, Cllr David Heape, Cllr Belinda Orford and Cllr Ian Knapp

2. Declarations of Interest

   None received

3. To confirm there is no Declaration of Interest in the newly appointed external auditor from all Councillors:

BDO LLP,
Arcadia House,
Maritime Walk,
Ocean Village,
Southampton SO14 3TL
Email: councilaudits@bdo.co.uk
Tel.: 023 8088 1700

Cllr Laura Day had submitted an email clarifying that her company work with a branch of BDO in Reading (not linked with auditing.) VB will ensure this is reported back to the External Auditor.

4. To formally minute that as the Clerk formally resigned on April 11th 2023 she, from 11/04/2023 to 11/05/2023 was paid £15.67 per hour. From 11th May 2023 onwards the Clerk will be working ad hoc to complete the **vital** functions of Oldbury on Severn Parish Council only (no committee agendas or attendance at meetings) at £25 per hour.

   Note, this is unlikely exceed the current OPC salary budget per month and hours are email to the Chairman every Friday

MR proposed accepting Item 4; seconded CJ; all in favour.

5. To decide on an interview date for the appointment of a replacement Clerk
It was decided that the Clerks interviews would take place 02/06/2023. SRB to organise with candidates.

6. Any other business not requiring a decision
HMRC; VB to write to HMRC asking for EP to be removed from all correspondence linked to OPC.

7. Close of Meeting
11.00am

DRAFT