

Nacton Parish Council

Minutes of an extraordinary meeting of the Parish Council held on Wednesday 29 June 2022 starting at 3.00 pm

Present:

Parish Councillors: Cllr. B Hunt (Chairman), Cllr. P Warner (Vice Chair), Cllr. J Leeder, Cllr Eaton, Cllr. W Cook
Mrs C Lucas (Clerk)

Apologies: Cllr. Garrett, Cllr. Hatfield, Cllr. Wilson

	Context/Discussion	Actions and Decisions
18.Audit and AGAR	The clerk discussed the recent internal audit with councillors and went through the end-of-year figures. The AGAR was read by the Chairman, signed and has been submitted. The full internal audit report will be presented to councillors at the meeting on 27th July	
19.Resignation of Clerk	On 24th June the clerk emailed the Chairman handing in her resignation. After email conversations with the Chairman, she said that she would be happy to remain as	Clerk to speak to SALC regarding a generic RFO job description to present to councillors at the next Parish Council Meeting on 27th July.

	clerk for Nacton Parish Council but would like to resign from the RFO side of the role and reduce her hours accordingly. Councillors agreed to pursue the option of finding a RFO.	Clerk to work out what budget would be available if she reduced her hours from 6 hours per week to 4.5 hours per week.
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Date of the next meeting: Wednesday 27th July 2022 at 7pm