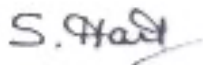


Sutton Benger Parish Council

E: tempclerk.suttonbengerpc@gmail.com T: 07810-647183

To: Members of the Council

At the request of the Chair, you are summonsed to attend an **EXTRAORDINARY MEETING OF SUTTON BENDER PARISH COUNCIL** to be held at the **Village Hall, Sutton Benger** on **Tuesday 27 May 2025** starting at **7:15 pm**.



Signed: Sue Hart, MBA FRSA MCMI, Temporary Clerk of Sutton Benger Parish Council

Parish Council meetings are open and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where any registered local government elector within the Parish is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider a matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).

AGENDA

029 ⁽²⁵⁾	Apologies and Reasons for Absence To note and agree any apologies received from Parish Council members.
030 ⁽²⁵⁾	Declarations of Interests from members regarding the agenda (In accordance with S31 of the Localism Act 2011 and the Parish Council's adopted Standing Orders) To receive declarations of any pecuniary or non-pecuniary interests in respect of any item contained in this Agenda.
031 ⁽²⁵⁾	Public Forum Session <i>15 minutes will be allowed for questions and comments from members of the public.</i>
032 ⁽²⁵⁾	Resignation of Parish Clerk To Accept the resignation of the Parish Clerk To Resolve on the clerk's final working date To Resolve on timebound essential RFO tasks to be completed prior to handover To Resolve on a plan for how the handover should be carried out and to whom to include electronic and paper files plus termination of e-mail address
033 ⁽²⁵⁾	Notice of Vacancy To Resolve on how the vacancy for a parish clerk will be advertised. To Review currency of existing clerk contract To Resolve on terms of a new contract
034 ⁽²⁵⁾	Temporary Clerk Consultancy Extension To Resolve on extension of current temporary clerk's contract To Resolve on the allocation of responsibilities between the current temporary clerk and the existing clerk until the clerk's final working date
035 ⁽²⁵⁾	Provisional Personnel Working Group To appoint 3 members to a Personnel Working Group should it be required in order to consider any unresolved matters relating to the Clerk vacancy and to report to the Full Council.
036 ⁽²⁵⁾	Date of Next Meeting To note date of the next Parish Council Meeting as Wednesday 11 June 2025 at 7:15 pm in the Village Hall.