

## CLERKS REPORT – 29<sup>th</sup> June 2015

### Agenda Items

**5a) Co-Option of Councillor to fill Casual Vacancy** – It has been confirmed, by Wiltshire Council, that we do not need to call an election to fill the Casual Vacancy and that the vacancy can be filled by co-option. I have put notices up around the town informing parishioners that there is a vacancy and that the Town Council will co-opt at the meeting to be held on 29<sup>th</sup> June. At the time of writing this Clerks Report we have received only one submission of interest, from Mr. Robert (Bob) Parsons. Here is his Personal Statement:

*"My Name is Bob Parsons. I have lived in Mere for 19 years. Four of those years in the town centre above Sprout&Flower. I previously had a year in West Knoyle. I was born in Salisbury.*

*I work as a structural examiner on the railway checking bridges for integrity and durability. I have in the past worked on major fibre optic and cable tv infrastructure builds across the UK.*

*I would like to help the community by being a councillor. I know its not any easy job but I am sure I will be able to stand up to the roll.*

*My strong beliefs are the environment, education and enjoyment. "The 3 E's". Obviously the topics intermingle with other critical elements within the town such as the doctors surgery and library, to mention a few.*

*If you require anymore information please just pop in for a chat at Sprout & Flower."*

**5f) Litter picking community events** – Below is a copy of updated information I have received from our insurance company and from the Community Co-Ordinator:

Insurance Company's response:

*With regard to the proposed litter pick; provided the volunteers offering to undertake this activity are doing so on behalf of the Council, so they are not acting independently, they will be covered automatically by the policy we arrange under the Employers' and Public Liability sections.*

*If aged over 16 and under 86 they are also covered by the Personal Accident section where there a sum of £50,000 is payable in the event of an accident causing death, loss or limbs or sight or permanent total disablement. A £200 weekly benefit is payable for a maximum period of 2 years should the accident prevent the individual from pursuing their usual occupation.*

*In order to reduce the likelihood of injury or damage arising we recommend that a risk assessment of the proposed tasks is completed in writing and kept on your records. I have attached an example litter pick risk assessment and some volunteer health and safety guidance prepared by Swallowfield Parish Council who are happy to share these.*

Community Co-Ordinator's response:

*I can confirm that we still help with community litter picks by offering litter picking equipment and removing of the full bags after, however we do not provide any type of signage for this event. Please give me some notice for this event so I can organise the equipment.*

**10b) Allotments – Duchy of Cornwall rent review** – the Duchy have written "under the terms of the lease agreement, the rent is reviewable every five years. The agreement started 29 September 2008 and since then the rent has remained £536.76. I am afraid this means it is due for review this September. I suggest a modest increase to £570 pa plus VAT effective from 29 September 2015. If, however, you wish to discuss this please do not hesitate to contact me."

**10c) To approve and adopt LGPS Employer Discretions Policy** (draft attached)

## INFORMATION ITEMS

The Society's advice on financial regulations "Financial Regulations: How we deal with money" has been updated to take account of the provisions of the Public Contracts Regulations 2015. Contracts worth more than £25,000, which a council in England advertise, now need to be published on Contracts Finder, as does the award of any contract over £25,000.