

Minutes of the Virtual Meeting of Worksop Charter Trustees held on 29th June,2020.

Present: Cllrs. D.Brett, M.Charlesworth, T. Eaton, (Deputy Mayor). S. Fielding, K. Greaves, S. Greaves, J. Leigh, D. Merryweather, J. Potts, D. Pressley, M. Richardson, N. Sanders, J. Shepherd, C. Tingle, J. White.

1.Apologies for absence : Cllr. G. Jones.

2.Declaration of Interest : None.

3. Minutes of the meeting held on 24th February,2020.

Copies were emailed to the Trustees and confirmed as a true record.

4. Matters Arising:

Clerks post.

The Job Description and Personal Specification were updated by the Chairman and given to Steve Brown. The post was to be advertised by NALC but their was no reply . Owing to the Covid 19 crisis it was not possible to advertise locally after 23rd March.

The Chairman asked if it was possible to add to the Job Description that the new Clerk sort own their own tax returns instead of it being under the Councils PAYEE. Cllr. Simon Greaves stated that we have to keep the Clerk as the employer of the Council .

Cllr Debbie Merryweather asked if the Charter Trustees could have a copy of both Job Description and Personal spec. The Chairman agreed once it had been approved.

5. Finance:

The Audit is now due and the Chairman will ask for the books to be checked by the Internal Auditor that the Clerk used last year.

The balance on the last statement was read out by the Chairman, and will find out when the £10,000 donation was cleared by the bank.

The cheque system is not working, Chairman asked the Trustees if we could change banks. Cllr. Jo white suggested the Unity Bank and will ring them to find out more information.

Mayors Role:

Owing to the Trustees not holding and AGM it was voted individually and recorded by the Chairman that Cllr. Madelaine Richardson stays in post for the foreseeable future. The vote was unanimous by all the Cllrs present.

Exchange of Information:

The Chairman stated that everyone is volunteering who can, owing to their circumstances. The Chairman is able to volunteer in different roles owing to living alone and family living away.

