

**Minutes of Extraordinary Misson Parish Council Meeting
held at 7pm on Wednesday 13th August 2025
at Misson Parish Hall, Vicar Lane, Misson.**

Regarding Public Attendance : Members of the public were excluded from this meeting due to the confidential nature of the business transacted and in accordance with the Public Bodies (Admissions to Meetings) Act 1960 and the Local Government Act 1972.

Parish Councillors Present: Cllr Mandy Green (Chair), Cllr Mark Watson (Vice-Chair), Cllr Julie Watkins, Cllr Sue Scott, Cllr Spencer Robey, and Cllr Keith Andrews.

Minute Taker : Due to the Parish Clerk vacancy, minutes were taken by Cllr. Watkins.

2025-77.1 **To receive and approve any apologies for absence :** None.

2025-78.2 **To consider the fixed term appointment of a Locum Clerk and Responsible Financial Officer :**

2025-78.2a The Chair said research had revealed a number of reasons why it was proving difficult to attract applicants to the Clerk vacancy;

1. There is a perception that Misson Parish Council meetings are regularly attended by hostile residents.
2. The turnover of recent Clerks and Locum Clerks is perceived as troubling.
3. The outstanding AGAR issue is a concern.
4. There is hearsay and rumour that Clerks are treated badly at Misson and heavily criticised by some Parish Councillors.

2025-78.2b A period of stability provided by the services of an experienced Locum Clerk who accepted the challenges described and was prepared to help the parish move forward, would be beneficial. The Vice-Chair confirmed the budget is available and a six month period is financially viable.

2025-78.2c Cllr. Watson proposed, Cllr Robey seconded and it was unanimously agreed to offer a six month fixed term contract to Mrs Angela Hayward. Commencing as soon as was practicable, Mrs Hayward to be appointed as Locum Clerk and Responsible Financial Officer at a rate of £25 per hour for 10 hours a week, to include secretariate support to the Town Estate Charity. The focus of her effort to be on re-establishing confidence in the management of the parish and restoring the presence of an experienced Proper Officer who could respond to concerns raised in the appropriate way.

2025-78.2d It was further agreed to authorise the expense of 10 hours of handover time from the two ladies (former parish clerks) currently acting as administrative support. As part of the handover, Mrs Hayward to refresh passwords again, and establish her own.

2025-78.2e Cllr. Andrews thanked the Chair and Vice-Chair for their work which had made this appointment possible.

The meeting closed at 7.45pm.