

# LUCKINGTON & ALDERTON PARISH COUNCIL

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## Minutes of the Meeting of Luckington and Alderton Parish Council Held on Thursday 17th April 2025 at 6pm in Alderton Village Hall

### Present:

**Chair:** Richard McCraith (RMC)

**Vice Chair:** Nigel Neale (NN)

### Councillors:

John Buckley (JB)

Nic Johnson-Greening (NJG)

Roger Phillips (Observer)

**Members of the Public:** 0

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### 1. Apologies for absence

Cllr Sue Godwin

### 2. Declaration of interests

There were none.

### 3. Members of the public are invited to address the Council on agenda items

None.

### 4. Public Question Time

There were no questions.

### 5. To discuss the replacement of the Parish Council Laptop

Councillors discussed the options open to the Council to source and replace the Clerk's laptop, which, after investigation, was deemed beyond economic repair. Therefore a new laptop was required, and NN proposed that the Council accept the quote from WithIT Ltd (Quote 532.1), this was seconded by RMC and was approved unanimously. Councillors confirmed that payment for this item could be actioned as soon as the laptop had been commissioned, received by the Clerk, confirmed as working and the WithIT invoice received.

### 6. To discuss and approve the Parish Clerk Job Description, Advert and Recruitment process.

Councillors discussed the arrangements proposed by JB for the recruitment, selection and appointment of a new Parish Clerk. The proposed Advert was approved with amendments to show the 'closing date for applicants' to be 5pm on Friday 30<sup>th</sup> May 2025, with interviews to be held w/c Monday 9<sup>th</sup> June 2025. The post was to be advertised via WALC, SLCC, Facebook and the Parish Website and Notice Boards. Adoption of these documents/process was proposed by JB and seconded by NJG. It was approved unanimously.

The meeting ended at 6.36pm.