

Hurworth Parish Council – Extraordinary Meeting

Date: 16 April 2026

Time: 7pm

Location: The Grange Community Centre, Hadwin Lounge, Hurworth on Tees

Present: Councillors Fiona Lennox (Vice Chair) John Howard, Dorothy Oughton, Michael Feeny, Angela Allan, Janine Forster, Karen Mann

Apologies: Councillors Peter Williamson, David Crisp, Peter Williams

Declaration of interest-none

Exclusion of press and public- Public Bodies Act 1960 (Admission to Meetings) confidential items for discussion

1. Welcome

The Vice Chair opened the meeting and welcomed all attendees

2. Confidential Session-Parish Clerk

Members discussed the interim management arrangements for sickness cover for the Parish Clerk

Two options were discussed:

- To investigate the possibility of acquiring locum cover for a brief period from the Society of Local Council Clerks (SLCC)
- To appoint a local experienced person for a limited period

Decision: to pursue the locum option for an interim period

Angela Allan to work alongside the incoming interim Clerk for a short period of induction

3. Finance and administration

To discuss short term payment approval

Decision: Counter signatories for payments – Councillors Peter Williamson and Angela Allan

Vice Chair to hold keys to Parish Clerk's office

Vice Chair to contact County Durham Association of Local Councils for additional business support advice

Action: Vice Chair to contact Parish Council bank to advise changes to payment authorisation

Parish Council website and Facebook page

Action: Vice Chair to assume short term responsibility for posting on the Parish Council website and Facebook pages

4. Date of next meeting:

Provisional date of Monday 27 May

5. Meeting Close:

The meeting ended at 8.05pm