



MINUTES OF THE EXTRAORDINARY MEETING OF THE PARISH COUNCIL
Held at St Micheal's Church Hall
On Thursday 8th January 2026

Councillors Present: Jason Charman (Chairman), Graham Smith (Vice-Chairman), Hazel Allinson, Mike Attard, Ian Corcoran, Leigh Creswell, Paul Mustow, Tim Simpson and Elisabeth Tooms.

Officers present: Celia Prices FSLCC, FDA (Comm Gov) Locum Clerk

Members of the Public: None present

The Chairman welcomed all those present.

EX001. Apologies for absence

None

EX002. Declarations of Interest

The Chairman reminded members that declarations of interests already declared under the Localism Act 2011 stand. There were no declarations of interest on any items on this meeting's agenda.

EX003. Appointment of Acting Proper Officer

The Chair introduced the Locum Clerk, who gave an overview of her experience.

It was **RESOLVED** to appoint Celia Price as Locum Clerk and Proper Officer for 10 hours per week. A service level agreement will be prepared and presented at the next full council meeting for members approval.

EX004. Public Adjournment

None present

Cllr Leigh Creswell joined the meeting

EX005. Minutes of the Council meeting held on 24th November 2025 and 2nd December 2025

It was **RESOLVED** to approve the minutes of the meetings held on 24th November and 2nd December 2025 as true and accurate records of the meetings.

EX006. Scheme of Delegation

The importance of a Scheme of Delegation was discussed.

It was **RESOLVED** to delegate authority to the Locum Clerk to enable the business of Amberley Parish Council to continue. Any urgent matters outside the Clerk's usual remit is delegated to the Locum Clerk in consultation with the Chair and/or Vice-Chair.

EX007. Banking Arrangements

The current banking arrangements were reviewed. The Locum Clerk advised that not-with-standing the current situation it is always preferable to have dual authentication for payments. The current bank provider does not have this facility.

Signed:

Date:



It was **RESOLVED** to apply for an account with Unity Trust Bank, with Cllrs Jason Charman, Graham Smith, Tim Simpson and the Clerk as signatories.

EX008. 2026/27 Budget

In light of recent unexpected costs it was **RESOLVED** to review the 2026/27 budget

EX009. 2026/27 Precept Demand

It was **RESOLVED** review the precept demand following any adjustments to the budget

EX010. Confidential Session

It was **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items off business.

EX011. Confidential Matters

The Chair and Vice-Chair updated members regarding confidential staffing matters.

The meeting closed @ 8:45pm

Signed:

Date: