



BURLEY PARISH COUNCIL

EXTRAORDINARY COUNCIL MEETING MINUTES 31st March 2026

Present: Cllr P Daubeney (Chairman), Cllr P Egerton, Cllr J Cook, Cllr J Vincent, Cllr K Hedge, Cllr M Radley, no members of the public.

1. **Apologies for absence** None
2. **Declarations of interest** None
3. **Public participation** None
4. **Appointment of Parish Clerk and RFO**

The interviewing panel, Cllrs Cook, Hedge, and Daubeney, recommended to the council that Mr Alan Youel be appointed as Parish Clerk and Responsible Financial Officer (RFO) from 1 April. This recommendation was approved by the full council.

The Chairman was delegated to agree a contract with Mr Youel, and the meeting approved the proposed salary.

Urgent Business and Matters for Future Meetings

Payments Made by Cllr Egerton

Cllr Egerton has made several payments to the clerk (Mrs Kershaw) and other creditors due to software problems with NatWest Bank. While this was unusual, the council had no alternative. Cllr Egerton hopes to recover these payments via the NatWest banking app and will provide an update at the BPC meeting on 8 April.

Detailed Payments:

Date	Payee	Amount (£)	Purpose
27/02	UNIPAR	3,636.00	Speed Camera
27/02	Kershaw	598.73	Clerk
27/02	Kershaw	593.53	Clerk
27/02	K Eaton	392.80	Bench Repair
27/02	BWP	72.00	Software
23/03	Rapid	74.95	Computer Repair
01/04	Kershaw	605.23	Clerk
01/04	Bates	180.00	Lengthsman

The next Council meeting will be on Wednesday 8th April at the Church Hall at 6.30 pm.

Meeting closed at 6.30 pm.

Signed:

Date: