

July 28th,2025

Extraordinary General Meeting Minutes

Attendee:

Cllr. R Hunt, Cllr. C Volrath, Cllr. G Ward, Cllr. I Forcada, Cllr. M Farkasova,
Cllr. K Reid , Cllr. I Perry , Clerk J Chen & 3 members of public.

Absent:

Cllr. M. Hinton, Cllr. J Griffith

Meeting Started on: July 28,2025 07:01PM

Meeting Ended on: July 28,2025 07:29PM

Held on/at: Zoom Meeting

<https://zoom.us/j/95725682427?pwd=kyswaSv8SBqWc3X5Zc7J5Mlyildnh3.1>

Meeting Chaired by: Chair R Hunt

1. **Welcome and introduction**
2. **To receive apologies for absence**
 - a. Apologies for absence from Cllr. M Hinton
3. **To receive Declarations of personal and prejudicial interests under the Council's Code of Conduct**
 - a. none
4. **To agree arrangements for access to the bank accounts, approving councillors to act as bank signatories, custody of the cheque book and debit card:**
 - a. Chair R Hunt proposed for Chair R Hunt, Vice Chair C Volrath and Clerk as RFO to register as bank signatories, for the Clerk as RFO to register to hold the cheque book and debit card
 - i. Seconded by Cllr. M Forkasova.
 - ii. Voted for : Cllr. C Volrath, Cllr. I Forcada, Cllr. G Ward, Cllr. K Reid
 - iii. Abstained: Cllr. I Perry

The motion was passed by a majority with six votes in favour and one abstaining.
5. **Access to Scribe – To agree that the Clerk should have sole access to the financial accounting software.**

- a. Chair R Hunt proposed for the Clerk as RFO to have the sole access to the Scribe accounting software,
- i. Seconded by Cllr. I Forcada.
 - ii. Voted for : Cllr. C Volrath, Cllr. M Forkasova, G Ward, Cllr. K Reid;
 - iii. Abstained: Cllr. I Perry

The motion was passed by a majority with six votes in favour and one abstaining.

6. New website – to agree on the arrangements for the management of the website and cost.

- a. Chair R Hunt proposed a budget to set up a new .gov.uk website for the council due to lack of access to the current website. The Clerk emailed the members of the council research and costs for enquiring .gov.uk domain as it must be through the government approved registrar. The most cost-effective solution is from BB online for domain, hosting and limited 10 emails accounts at £80+VAT annually, Increased hosting and up to 100 email accounts is £202+VAT annually. Extra website creation costs may be required unless done in-house.

Cllr. I Perry raised concerns about the extra cost for new website being incurred when the current website is available and proper handover and training to the clerk can take place, but only after outstanding invoices have been paid.

Chair R Hunt stated that the invoices in question are not on the agenda, and Cllr. Perry knows the reason for it, she requested him to stop talking about the invoices, then Cllr. I Perry went on to state the invoices were discussed at previous meeting, Chair R Hunt requested him to stop this topic otherwise she will ask him to leave the meeting. Cllr. I Perry responded that she can't do that, stated Chair Hunt of demanding information, bullying him and talking over him. Chair R Hunt proposed to remove Cllr. I Perry from the meeting, Cllr. I Forcada seconded. Cllr. I Perry was immediately removed from the meeting.

Chair R Hunt continued the proposal, Cllr. C Volrath was concerned about the limited quantity of 10 email accounts in long term, Cllr. I Forcada suggested to look different provider after registering domain. Chair R Hunt proposed a budget of 200 pounds to register the .gov.uk domain, and set up hosting & emails, and then look at the web creation as separate issue.

- i. Seconded by Cllr. I Forcada
- ii. Voted for : Cllr. C Volrath, Cllr. M Forkasova, Cllr. G Ward, Cllr. K Reid
- iii. Abstained: none

The motion was passed unanimously.

7. To consider adoption of new standing orders

a. Chair R Hunt proposed to adopt the new standing order prepared by Cllr. M Hinton. Cllr. I Forcada stated that the proposed standing orders are very thorough and gave thanks to Cllr. M Hinton for his effort and contributions to the council. Cllr. C. Volrath proposed an amendment to the new standing order regarding emergency matters that the Chair and the Clerk has delegated power to summon an emergency meeting with a minimum of 24 hours' notice. Chair R Hunt proposed to adopt the new standing order with Cllr. C Volrath's proposed amendments,

- i. Seconded by Cllr. C Volrath
- ii. Voted for : Cllr. I Forcada, Cllr. M Forkasova, Cllr. G Ward, Cllr. K Reid
- iii. Abstained: none

The motion was passed unanimously.

8. Questions from the Community.

Signed by

Joan Chen – Clerk to the Council

Accepted by.....

Rebecca Hunt - The Chair of the Council

Accepted Date:.....