



Copmanthorpe Parish Council

www.copmanthorpe-pc.gov.uk email: clerk@copmanthorpe-pc.gov.uk

**EXTRAORDINARY GENERAL MEETING on TUESDAY, 13th AUGUST 2026 in HOWELL HALL,
SCHOOL LANE at 7.00 pm**

Before the meeting started, Cllr Auton spoke at length about Diane Stones (Greenwell), his gratitude for her expertise and knowledge as a clerk, her long service to the Council and the village and expressed his sorrow at her death, all of which was echoed by the other councillors.

PRESENT: Cllr. G Auton
Cllr. C. Steward
Cllr. N. Wilkinson
Cllr. D. Wilkinson
Cllr. M. Taylor
Cllr. C. Quin
Cllr. S. Johnson

Cllr. Taylor agreed to take the minutes for this meeting.

1. APOLOGIES FOR ABSENCE:

Cllr. Robert West
Cllr. David Smith
Cllr. Lars Kramm

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None were declared

3. TO APPROVE THE EXCLUSION OF THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

Approved unanimously.

4. TO CONSIDER STAFFING MATTERS AND ACTIONS TO BE TAKEN

a. TO APPOINT A PROPER OFFICER in THE ABSENCE OF A PARISH CLERK:

It was agreed that Cllr. Graham Auton, Chair be appointed.

Proposed: Cllr. Taylor, Seconded: Cllr. Wilkinson. Unanimous.

Cllr. Auton was duly appointed.

b. TO APPOINT A RFO (RESPONSIBLE FINANCE OFFICER):

Cllr. Auton, proposed Cllr. N Wilkinson, Seconded Cllr. Steward. Unanimous.
Cllr Wilkinson was so appointed.

c. DETERMINE REVISED PROCEDURE FOR ELECTRONIC PAYMENTS:

It was agreed to use cheque book payments until the bank mandate and procedures have been changed when a new clerk is appointed.

d. RE-DIRECT COUNIL CLERK EMAIL:

Cllr. Auton has accessed the clerk's emails and will contact Netwise when the new clerk is appointed to have the email address altered accordingly.

e. DISCUSS APPOINTMENT OF A LOCUM CLERK:

Cllr. Auton will contact YLCA in order to seek their help with this. It was agreed that any locum clerk would deal only with Council minutes.

f. CONSIDER ADVERTISING FOR A NEW CLERK:

It was agreed to advertise as soon as possible. Cllr. Auton to seek guidance for YLCA on this. No agreement was reached on whether to update/install any new system in advance.

In the meantime, Cllr. Wilcock will address the management of the allotments and Cllr. Taylor will do the same for the Burial ground.

There being no other business the meeting closed at 7:30pm.

_____ Date _____

GRAHAM AUTON

Chair

Copmanthorpe Parish Council