



## Kenwyn Parish Council

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### **MINUTES OF A CLOSED SESSION OF KENWYN PARISH COUNCIL, HELD ON THURSDAY, JULY 24<sup>TH</sup>, 2025 AT 7PM IN SHORTLANES END VILLAGE HALL**

PRESENT : Cllr D Green (Chair), Cllrs I Holroyd, K La Borde, B Robinson, S Venton, M Wright,

In Attendance : Ms Sarah Davies (HR Support Consultancy)

Mrs Sarah Mason (Cornwall Association of Local Councils)

The Chairman amended the order of items for discussion in order to conclude arrangements for the appointment of the new Clerk before moving to consideration of the handover arrangements and obligations to the Locum Clerk.

#### **1. APPOINTMENT OF CLERK AND RESPONSIBLE FINANCE OFFICER – TO AGREE CONTRACTUAL TERMS AND ARRANGEMENTS FOR THE APPOINTMENT OF THE CLERK AND RESPONSIBLE FINANCE OFFICER**

Members welcomed the appointment of a new Clerk and Responsible Finance Officer agreed contractual terms and associated arrangements for the new post.

It was proposed by Cllr Holroyd, seconded Cllr Green and **RESOLVED** that Kenwyn Parish Council apply to join the Cornwall Pension Fund (Local Government Pension Scheme) and to extend the option to all eligible employees.

#### **2. CONTRACTUAL ARRANGEMENTS FOR THE LOCUM CLERK TO AFFECT AN APPROPRIATE HANDOVER.**

The Council thanked Mr Hill for his work during a difficult time and hoped that he would continue to support an effective handover to the new clerk. Ms Davies briefed the meeting on the existing contractual arrangements and after discussion members agreed to revised arrangements to provide a further 3 month handover period.