WALTON PARISH COUNCIL
MINUTES OF THE EXTRAORDINARY MEETING
HELD AT 11AM ON 27TH DECEMBER 2024

Present: Councillors K Nixon, C Pearson, T Saunders, S Baker, T Earnshaw & J Carlon (Chair)

In attendance: Peter Walsh (Clerk)

106 **To receive apologies for absence** – no apologies or reason for absence were received from Cllrs G Newby, J Sutcliffe & B Kaushiva. An apology for absence but no reason was received from Cllr D Brooke.

THIS MEETING HAS BEEN CALLED BY THE CHAIR TO CONSIDER ACTIONS NECESSARY FOLLOWING THE UNEXPECTED DEATH OF OUR CARETAKER & GROUNDSMAN, PAUL READMAN ON 17TH DECEMBER 2024.

The following was **RESOLVED:-**

107 Subject to the amount raised through the JustGiving page on the Parish Council Facebook page, the council may consider a contribution to the funeral costs of our caretaker, Paul Readman.

108 The caretaker's contract of employment/statement of particulars does not provide for a death in service payment.

109 A funeral memorial book has been ordered and received and the signing for residents will be organised two days before and two days after Paul's funeral once that date is known. The village hall will be opened for this signing event and a floral tribute to accompany the memorial book will be provided by the council.

110 A formal notice and announcement of Paul's death will be made on the village hall notice board.

111 Amy Burrell has offered to clean the village hall after each of her ballet sessions Mon-Fri and to clean up after any weekend parties on either Sunday pm or Monday am. Agreed payments for cleaning will be made as a discount against Amy's ballet hire charges in the interim until a casual cleaner is employed/full time caretaker engaged. Amy has subsequently advised that she will not be available to clean after January 2025.

112 Currently, much of Walton Park and other parish council land areas are dormant and will require little attention. Come Spring, a groundsman will be required. In the meantime, no groundwork action is expected.

113 The future role of the caretaker & groundsman and the relationship with the cottage will receive further consideration once expressions of interest in the role(s) are received. Clerk is to write to YLCA/SLCC to determine if templates for these roles are available. Council is to consider legal advice on the tenancy agreement for the cottage as part of the caretaker employment package or as a property let on a commercial basis if not required.

114 The plan had been to redecorate Coronation Cottage throughout by Spring and two quotes from decorators have been received for this with another one due shortly. This plan will now be expanded to a full refurbishment to include replacing carpets and flooring and the kitchen facilities/bathroom to ensure that the Cottage is both habitable and lettable and if appropriate, available to be let commercially or as part of the caretaker job package.

115 Paul's adult children are currently sorting and removing Paul's possessions from the cottage and have been assured that this process will be allowed until the end of January. Any items remaining after then will be removed as part of the refurbishment plan.

116 Management of the opening and closing of the village hall will be handled through the current NINE keyholders who comprise both regular hirers and councillors/clerk. There are two further keys (from Paul) which could be available to assist in this process. No further weekend evening bookings will be taken until further notice.

117 A lasting memorial to Paul will provided by the council and may comprise of one or more of the following:-

Memorial plaque, bench in Walton Park or ex-tennis courts area, naming or re-naming of an area.

The meeting ended at 12.45pm