

**STANLEY AND STANLEY COMMON  
PARISH COUNCIL**

CLERK: Amanda Skidmore, 8 West Close, Darley Abbey, Derby, DE22 2BT  
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28<sup>th</sup> August 2026

**NOTICE IS HEREBY GIVEN of an Extraordinary meeting of Stanley and Stanley Common Parish Council to be held on Wednesday 2<sup>nd</sup> September 2026 at 7pm at United Church of All Saints, 238 Belper Road, Stanley Common, DE7 6FT**

**ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND**

**AGENDA (MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND)**

**1. Apologies for absence**

To receive apologies for absence and consider reasons given.

**2. Declarations of Interest**

To receive declarations of interest in respect of items on the agenda.

**3. Clerk's resignation**

To note receipt of the Clerk's resignation and confirm that the Clerk's final working day will be 11 September 2026.

**4. Appointment of Locum Clerk as Proper Officer and Responsible Financial Officer (RFO)**

To agree and appoint a locum to cover the recruitment period for the new Clerk from 12<sup>th</sup> September

**5. Locum Clerk priorities and deferred matters**

To agree the key duties and priorities for the Locum Clerk during the recruitment period, and identify any non-urgent matters to be deferred until a permanent Clerk is in post.

**6. Handover arrangements**

To consider and agree arrangements for the handover of council records, financial records, banking arrangements, passwords/access credentials, correspondence, contracts, statutory records and other council property from the outgoing Clerk to the incoming Locum Clerk.

**7. Banking and financial arrangements**

To consider and agree any amendments required to bank mandates, online banking access and other financial authorities following the appointment of the Locum Clerk/RFO.

**8. Review Recruitment Report and SCP rate increase**

To review the findings of the Stanley and Stanley Common PC Clerk Recruitment Report and agree to the SCP 26 rate increase / hours increase to 42 hours per month.

**9. Recruitment of permanent Clerk/RFO**

To consider and agree arrangements and timescale for recruitment of a permanent Clerk and Responsible Financial Officer.

**10. To agree EBC funding bids**

To consider and agree proposed funding bids for EBC Village Investment Fund grant money.

[END]