



## East Ilsley Parish Council

### Minutes of the Meeting of the Parish Council held on Tuesday 12<sup>th</sup> September 2023 at 7.30pm in The Ilsleys Primary School

Minute Ref: 003/120923/PC

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**Members Present:** None

**Members Absent:** Cllrs. Mike Pembroke (Chair), Mark Browne, Martyn Driscoll, Stephen Meadows, Dominic Robertson and Ima Von Wenden

**Officers Present:** Mrs Linda Morrison MA CiLCA (Locum Clerk & RFO)

**In Attendance:**

**045/23 Apologies for absence from Members of the Council:** None

The Chair was ill, as was another Councillor and another Councillor was not available.

At the November Meeting the Clerk explained that as the Proper Officer she summoned Councillors to meet and should receive any apologies and re-schedule a meeting if it will not be quorate. Any meeting which has been summoned must be minuted.

Quorum for the Council is three. If the Chair is unable to attend the meeting then the vice-chair steps in, if both are absent, the meeting will elect one of its number to chair the meeting. As long as three Councillors are present a meeting can go ahead.

Councillors requested that the Clerk circulate training materials.

Next Meeting of the Parish Council: 14<sup>th</sup> November 2023