

**FILEY TOWN COUNCIL**  
**STAFFING COMMITTEE MEETING**  
**HELD ON THURSDAY 2 MAY 2017 AT 2.00PM**

Present: Cllr Susan Bosomworth (Chairman), Cllr D Glanvill, Cllr R Horley, Cllr J Thurston,  
Cllr J Shackleton, Mrs G Robinson, Town Clerk

The Chairman welcomed members of the committee to the meeting.

**NOTICE OF MEETING**

**RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972. 339/017**

**APOLOGIES**

Cllr J Meek (holiday) and Cllr R Walker (holiday) (substitute panel member) had sent their apologies to the meeting. It was:

**RESOLVED: That the above apologies be duly noted. 340/017**

**RESOLVED: That the above reasons for absence be accepted. 341/017**

**DECLARATIONS OF INTEREST**

The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct and reminded Members that they could make a declaration of interest at any point in the meeting. It was

**RESOLVED: That it be noted no declarations of interest were received. 342/017**

**EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded for the following item(s) of business in view of the confidential nature of engagement and terms of service of employees. 343/017**

**RECRUITMENT AND SELECTION – TOWN CLERK/RFO**

Interview Schedule

The Clerk circulated a copy of the interview schedule to members for information. Members finalised the questions to be asked by the panel and approved the skills tests. All other arrangements for the interview process were finalised at the meeting. It was

**RESOLVED: That the above information be noted. 344/017**

**STAFF UPDATE**

The Clerk updated members on the current workload. It was

**RESOLVED: That the above information be noted. 345/017**

*The meeting closed at 3.07pm*

**Cllr Susan Bosomworth**  
Chairman  
Staffing Committee