

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