



LUDLOW TOWN COUNCIL CLOSED SESSION MINUTES

Closed Session Minutes of a meeting of the Staffing and Appeals Sub-Committee held on **Wednesday 4 September 2012 at 2.00pm** in the Council Chamber, Guildhall, Mill Street, Ludlow.

SA/67 PRESENT

Chairman: Councillor Smithers

Vice Chairman: Councillor Perks

Councillors: McCormack, Newbold, and Pound.

Also Present: Gina Wilding, Acting Town Clerk

SA/68 APOLOGIES

An apology for absence was received from Councillor Phillips & Wilcox.

SA/66 DECLARATIONS OF INTEREST

Personal

No declarations were made

SA/70 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman moved that the public be excluded from the meeting for the following items of business pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

RESOLVED (unanimous)

That the public be excluded from the meeting.

SA/71 RECRUITMENT OF TOWN CLERK

RECOMMEND (unanimous)

GP / JW

(i) Adoption of the revised Town Clerk recruitment pack subject to advice from Peninsula

(ii) Deputy Clerk becoming Acting Town Clerk with additional support from an experienced local clerk and project support as necessary with temporary 'up lift' to SCP 49

Temporary Administrative Assistant SCP 17 to assist with cemetery duties and admin, communications, and committee work and general administration

The meeting closed at 4.00 pm

Chairman _____ Date _____