

CLOSED SESSION MINUTES

Closed session minutes of a meeting of the Staffing and Appeals Committee held in the Guildhall, Mill Street, Ludlow on **MONDAY 17TH OCTOBER 2016** at **1.00pm**.

SA/32 **PRESENT**

Chairman: Cllr Smithers
Councillors: Gill, Ginger, Kemp, Lyle, J Newbold and Sheward

Officers: Naomi Brotherton, Senior Admin Assistant

SA/33 **HEALTH AND SAFETY**

The Chair informed Councillors of the fire exits, fire assembly point and asked that everyone sign the attendance log.

SA/34 **APOLOGIES**

Apologies for absence were received from Councillors Draper and R Jones.

SA/35 **DECLARATION OF INTERESTS**

Disclosable Pecuniary Interests
None

Conflict of Interest
None

Personal interests
None

SA/36 **MINUTES**

RESOLVED (unanimous)
CS/DL

That the minutes of the Staffing & Appeals Committee meeting held on 28th September 2016 be approved as a correct record and signed by the Chairman.

SA/37 **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 item(s) 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)
JS/PK

That the public be excluded and the meeting continue in closed session.

SA/38 **PANEL**

RESOLVED (unanimous)
JS/PK

That:-

- i) Councillors Smithers and Newbold make up two of up to four Panel Members;
- ii) Councillors Jones and Draper are invited to join the Panel via the Chair;
- iii) The Chair continues to seek advice from Ellis Whittam;
- iv) The Chair arranges a date for the Panel to meet, once membership has been finalised.

SA/39 **STAFFING MATTER**

RESOLVED (unanimous)
DL/GG

That the matter is put to the next Full Council meeting on the 7th November 2016, if it falls before the next Staffing & Appeals meeting.

SA/40 **DISCIPLINARY PANEL**

RESOLVED (unanimous)
GG/JS

The advice from Ellis Whittam regarding the Disciplinary Panel from the previous Staffing & Appeals meeting (28th September) is brought to the next Staffing & Appeals meeting.

SA/41 NOTES FROM THE MEETING

**RESOLVED (unanimous)
CS/TG**

That the handwritten notes from this meeting are forwarded to Ellis Whittam with the typed minutes.

The meeting closed at 1:40pm

Chairman

Date