

## CLOSED SESSION MINUTES

Closed session minutes of a meeting of the Staffing and Appeals Committee held in the Guildhall, Mill Street, Ludlow on **MONDAY 10<sup>th</sup> JULY 2017** at **2.00pm**.

### **SA/10**    **PRESENT**

Chairman:            Cllr Jones

Councillors:        Garner, Gill, Lyle, Pote, and Sheward and Smithers

Officers:             Gina Wilding, Town Clerk  
                          Naomi Brotherton, Senior Admin Assistant

### **SA/11**    **HEALTH AND SAFETY**

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

### **SA/12**    **APOLOGIES**

No apologies for absence were received.

### **SA/13**    **DECLARATION OF INTERESTS**

Disclosable Pecuniary Interests  
None

Conflict of Interest  
S Tugoose - knows candidate 6

Personal interests  
None

### **SA/14**    **MINUTES**

**RESOLVED** (6:0:1)  
RJ/DL

That the minutes of the Staffing & Appeals Committee meeting held on 5<sup>th</sup> June 2017 be approved as a correct record and signed by the Chairman.

**SA/15 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)  
RJ/TG**

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

**SA/16 SHORT-LISTING FOR THE POST OF DLF ASSISTANT GROUNDS PERSON**

**RESOLVED (unanimous)  
RJ/DL**

That the following applicants are invited for interview 1, 4, 5, 7, 8, 9, 12, 17.

**SA/17 INTERVIEW PANEL**

**RESOLVED  
RJ/DL (unanimous)**

That the Interview Panel for the post of DLF Assistant Grounds Person is, Councillors Jones, Sheward and Garner, and the DLF Supervisor.

**SA/18 ALTERNATIVE INTERVIEW DATE**

**RESOLVED  
RJ/DL (unanimous)**

That applicant 1 is offered the alternative interview date of the 27<sup>th</sup> July 2017, due to being unavailable on the 20<sup>th</sup> July.

The meeting closed at 11:00am

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Chairman

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Date