

05/18

MUCH WENLOCK TOWN COUNCIL

Minutes of a

HR COMMITTEE

meeting held at the Corn Exchange, Much Wenlock
6.15 pm on Thursday 4 October 2018

PRESENT:

Cllr. Graham Edgcumbe Venning (Chairman), Cllr. Daniel Thomas and Cllr. Allan Walter.

TOWN CLERK:

Sharon Clayton

1) Chairman's welcome

The Chairman welcomed everyone to the meeting.

2) Apologies

There were no apologies since all Members were present.

3) Disclosure of Pecuniary Interests

Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the Monitoring Officer.

None declared.

4) Dispensation

None requested.

5) Minutes

The minutes from a HR Committee meeting held on 26 July 2018 were considered for approval.

It was PROPOSED, SECONDED and unanimously AGREED that the minutes be signed and ADOPTED as a true record.

Public Bodies (Admission to Meetings) Act 1960

Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED and RESOLVED** that due to the confidential nature of the business to be transacted the public and press should not be present.

6) Staffing matters

Members considered for approval the appointment of a Locum Town Clerk to perform some of the duties of the Town Clerk who was due to take sick leave following surgery on 24 October 2018. It was envisaged that the Town Clerk would be absent for a minimum 6 weeks during which time the Assistant to the Town Clerk would be taking one week's annual leave. The Town Clerk recommended that Trudi Barrett be engaged as Locum Town Clerk since she had adequately acted as Locum Town Clerk during the Town Clerk's last absence.

It was PROPOSED, SECONDED and unanimously AGREED that Trudi Barrett be appointed as Locum Town Clerk at an hourly rate of £16 for a minimum of 25 hours per week, to be flexible, commencing on 22 October 2018 and ending upon the return of the Town Clerk.

The meeting closed at

Signed.....
Cllr. Graham Edgcumbe Venning
Chairman

Date.....