



CLOSED SESSION MINUTES

Minutes of a Staffing Committee Meeting held in the Guildhall, Mill Street, Ludlow on **FRIDAY 10TH OCTOBER 2025** at 10:00 am.

ST/55 RECRUITMENT – ASSISTANT GROUNDS PERSON X 2

RESOLVED KC/DL (3:0:1)

That recruitment of two Assistant Grounds Person positions be approved.

ST/56 RESOLVED ISB/KC (unanimous)

That the Job Description be approved subject to the inclusion of 'maintaining' vehicles and machinery, and that the Person Specification be approved subject to agreed amendments to the Essential, General and Desirable criteria.

ST/57 RESOLVED ISB/KC (unanimous)

That the recruitment schedule be approved.

ST/58 RESOLVED ISB/KC (unanimous)

That the Job Advert, Application Form (with 'Referee's contacted prior to interview' removed), Shortlisting Criteria / Scoresheet, Interview Questions (subject to additional question and amendments as agreed), and Interview Scoresheet be approved.

That an interview panel including staff members and Cllrs Scott-Bell, Owen and Lyle (with Cllr Cowell as reserve member) be approved.

The meeting closed at 11:05 am.

Chair

Date