

## CLOSED SESSION MINUTES

Closed session minutes of a meeting of the Staffing and Appeals Committee held in the Guildhall, Mill Street, Ludlow on **FRIDAY 13<sup>TH</sup> MARCH 2015** at **3.00pm**.

### SA/01 PRESENT

Councillors: Draper, Jones, Gill, Ginger and Smithers

Officers : Gina Wilding, Town Clerk  
Naomi Brotherton, Secretary/Admin Assistant

### SA/02 ELECTION OF CHAIR

RESOLVED (unanimous)  
JS/PD

That Councillor Jones be elected as Chair for the Staffing & Appeals Committee for the remainder of 2014-15.

### SA/03 HEALTH AND SAFETY

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

### SA/04 APOLOGIES

No apologies for absence were received.

### SA/05 DECLARATION OF INTERESTS

Disclosable Pecuniary Interests  
None

Conflict of Interest  
None

Personal interests  
None

**SA/06 MINUTES**

**RESOLVED (4:0:1)  
JS/RJ**

That the minutes of the Staffing & Appeals Committee meeting held on the 15<sup>th</sup> October 2014, be approved as a correct record and signed by the Chair.

**SA/07 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/JS**

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

**SA/08 STAFFING REPORT**

**RESOLVED (unanimous)  
PD/RJ**

That:-

- i) The recruitment JD, PS, timetable and package to replace the existing permanent DLF staff is approved;
- ii) The recruitment JS, PS, timetable and package for a new permanent DLF/Market staff is approved.

**SA/09 TRAINING AGREEMENT**

**RESOLVED (unanimous)  
GG/RJ**

That the training agreement be approved.

The meeting closed at 3.14 pm.

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Chairman

\_\_\_\_\_  
Date