

CLOSED SESSION MINUTES

Closed session minutes of a meeting of the Staffing and Appeals Committee held in the Guildhall, Mill Street, Ludlow on **THURSDAY 14th NOVEMBER 2019** at **10.30am**.

ST/86 PRESENT

Chair: Cllr Lyle

Councillors: Cobley, Perks and Sheward.

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

ST/87 HEALTH AND SAFETY

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

ST/88 APOLOGIES

Apologies for absence had been received from Councillors, Gill, Garner, Ginger, Pote and Smithers.

ST/89 DECLARATION OF INTERESTS

Disclosable Pecuniary Interests
None declared

Conflict of Interest
None declared

Personal interests
None declared

ST/90 PUBLIC OPEN SESSION

There were no members of the public present.

ST/91 MINUTES – 5th NOVEMBER 2019

RESOLVED (unanimous) DL/CS

That the closed minutes of the Staffing & Appeals meeting held on the 5th November 2019, be approved as a correct record and signed by the Chairman.

ST/92 STAFF APPOINTMENTS

The Town Clerk updated the Committee on the outcome of the interviews on Tuesday 12th November for the posts of Cemetery Officer and DLF Assistant Grounds Person.

ST/93 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) DL/CS

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

ST/94 ANNUAL REPORTING STRUCTURE

RESOLVED (unanimous) DL/GP

- i) To recommend to Full Council that the meeting scheduled for 12 March 2020 is moved to 20 February 2020 to enable any recommendations from Staffing Committee to be reported to Full Council on 9th March 2020.

- ii) That the standard items to be reported to the February, July and November meetings be approved.

ST/95 STAFFING REVIEW

RESOLVED (unanimous) GP/AC

That a further report is made to the next Staffing Committee meeting regarding a process to undertake review and evaluation of the staffing structure that delivers local services and the related ancillary functions.

The meeting closed 11.15am

Chairman

Date