

---

## MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD 23<sup>RD</sup> AUGUST 22 HILLSIDE MEETING ROOM, LILLESHELL, 7PM

---

**Members present** Cllrs: Baker, Shaw (Chairman), Millard, Taylor, Parker, Sullivan

**In attendance:** Mr Furnival (Locum Clerk)

### **22/23.52 Apologies and declarations of Interest**

Apologies received from Cllr Challinor.

### **22/23.53 Public Session**

None.

### **22/23.54 Minutes of the Extraordinary Full Council meeting held 13<sup>th</sup> July 2022**

It was proposed by Cllr Taylor and seconded by Cllr Millard, all were in favour, thus **RESOLVED that the minutes of the meeting held on 13<sup>th</sup> July 2022 be signed as a true record.**

### **22/23.55 Matters arising, for information, from the 13<sup>th</sup> July 2022**

Cllr Baker raised his concerns with regards to gas canisters being used on Hillside East and he wished to have reassurance of the location of CCTV on Hillside East, the Chairman confirmed that the CCTV will be sited at the top of Hillside East and solar powered.

### **22/23.56 Appointment of new Clerk & RFO**

Cllr Shaw gave a report on the process of appointing a new Clerk and Responsible Financial Officer.

The process began on 24<sup>th</sup> June when the Clerk resigned, the council met to discuss the resignation in July, a subsequent Personnel Committee meeting and extraordinary meetings were held to review the advertisements, applications and staffing structure.

The Chairman noted his thanks to members for their patience in this process and extended thanks to Mr Furnival who agreed to remain helping the council as a locum while we have no permanent Clerk.

The Chairman and Cllr Sullivan, assisted by Mr Furnival oversaw the interviews of two individuals out of five applications. Both applications were of a very high standard and the interviewing was very thorough.

Cllr Sullivan noted that he feels that the applicant that is being recommended is a very determined individual with a keen interest to keep the level of energy up that the council has become accustomed to. He feels that this applicant has the professional and personal skills to be able to do the job as we require with the right level of experience mentoring them.

Cllr Sullivan suggested that the role is offered with a 6 month probationary and a 3 month interim review.

*Cllr Taylor left at 19:50*

Mr Furnival offered to continue to work with the Clerk, even after their appointment, for as long as they needed the support to ensure a smooth transition to the role.

After much deliberation it was proposed by Cllr Sullivan and seconded by Cllr Parker, all were in favour, thus **RESOLVED to make a formal offer of employment to C. Martin with the agreed condition that hours remain on current office hours with a review in 3 months to see if working the small number of hours on a Friday has been beneficial to the council and the Clerk.**

This meeting closed at 20:15

*These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.*

Signed: ..... Dated: ...../...../.....

Date of future meetings

Full Council, Tuesday 6<sup>th</sup> September 2022, 7pm at Hillside Meeting Room