

**MINUTES of a MEETING
of the
ESTABLISHMENT SUB-COMMITTEE
held in the Council Chamber on a hybrid basis
on
Thursday 13th April 2023 at 12noon**

PRESENT

Councillor J S Jones (Town Mayor) - in the Chair

Cllr C Cordery
Cllr D Ellis
Cllr H D Hutchinson

IN ATTENDANCE

Mr S Jones– Locum Town Clerk and Responsible Financial Officer
Mrs L George – Personal Assistant
Mrs T J Reece – Personal Assistant

OBSERVERS

Cllr I D Howes *
Cllr C M Preece *

*Joined remotely

1. APOLOGIES

Apologies for absence and reasons were received and approved from Councillors V E Blondek and A Woolley (illness).

2. DECLARATIONS OF INTEREST

No declarations of Interest were made in relation to this Agenda. It was –

Resolved – that no Declarations of Interest were noted.

3. EXCLUSION OF THE PRESS AND PUBLIC

Resolved – to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters

4. REVIEW OF APPLICATIONS FOR THE VACANCY OF TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER

One completed application received. This person also applied in the previous round and was not taken further in the application process. It was noted that some additional information had been included but Members did not feel this

moved the dial and fell back to their previous opinion that this applicant does not meet all of the essential criteria based on the information given and will not be taken further in the selection process. The candidate will be advised in writing.

Resolved – to go again with a third round offering the opportunity for candidates to apply for the vacancy. Look to engage professional support, the cost of which to be approved ahead of any appointment. Timings to be agreed also.

Meeting closed 12.22pm.