

24th February 2015

Staff

DURSLEY TOWN COUNCIL

MINUTES and REPORT of the MEETING of the STAFF COMMITTEE of the Council held at Jacob's House, Castle Street, Dursley at 6.30pm on Wednesday, 24th February 2015 for presentation to the Council on 3rd March 2015.

PRESENT

Councillors: Neil Grecian (Chairman), Jane Ball, Richard Blackwell-Whitehead, Clare Nelmes, Melanie Laybourne (Vice Chairman)

Officers: Town Clerk

1. Apologies for absence were received from Councillor Firth.
2. There were no declarations of interest.
3. The Minutes of the Meeting of the Staff Committee held on 18th November 2014 were signed by the Chairman.
4. Job specifications, recruitment processes and adverts for the roles of Administration and Accounts Assistant and Town Clerk were reviewed and APPROVED.

IT WAS RESOLVED that the Town Clerk's role would be subject to political restrictions.

5. Interim staffing requirements were discussed and the Clerk was requested to make enquiries about potential interim staffing, including the provision of an interim Responsible Financial Officer.

The meeting closed at 19.25pm.

.....Chairman

.....Date