

**FILEY TOWN COUNCIL**

**STAFFING COMMITTEE 31 AUGUST 2007**

Present : Cllr Mrs A Newbury (in the Chair), Cllr C Hodgson, Cllr E Holden, Cllr G Johnson,  
Cllr Mrs J Viles and Cllr Mrs M Wright  
Mrs Robinson – Town Clerk

**RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded for the following item(s) of business in view of the confidential nature of engagement and terms of service of employees. 448/07**

**NOTICE OF THE MEETING**

**RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972.**

**449/07**

**APOLOGIES**

All members of the Staffing Committee were present at the meeting.

**RESOLVED: That this information be noted.**

**450/07**

**TEMPORARY CLERICAL ASSISTANT**

The Chairman reported to the Staffing Committee that the recruitment and selection process had now been carried out by the interview panel for the position of Temporary Clerical Assistant on a fixed term contract basis for a period of six months and a suitable candidate was recommended for appointment. After discussion it was

**RESOLVED: That the position be offered to the recommended candidate subject to receipt of satisfactory references, and a commencement date be arranged as soon as possible.**

**451/07**

Cllr Mrs Aileen Newbury  
Chairman