

FILEY TOWN COUNCIL
STAFFING COMMITTEE MEETING
HELD ON 30 MARCH 2011 AT 10.00AM

Present : Cllr Aileen Newbury (in the Chair), Cllr D Murton, Cllr J Shackleton, Cllr J Thurston,
Cllr Julie Viles, Cllr R Walker
Mrs G Robinson, Town Clerk

NOTICE OF 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. 244/011

APOLOGIES

All members of the Staffing Committee were present at the meeting. It was:

RESOLVED: That the above information be noted. 245/011

DECLARATIONS OF INTEREST

The Chairman informed Members of the need to consider whether they should declare an interest in any items on the agenda and reminded Members that they could make a declaration of interest at any point in the meeting.

RESOLVED: That it be noted no declarations of interest were received. 246/011

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded for the following items of business in view of the confidential nature of engagement and terms of service of employees. 247/011

ADDITIONAL EMPLOYMENT

The Clerk circulated copies of completed additional employment forms to members for consideration which included additional employment and volunteer work undertaken by all staff. Members authorised the application forms submitted and requested that staff be thanked for their co-operation in this matter. It was

RESOLVED: That it be noted that all additional employment/volunteer work has been noted and authorised for existing employees. 248/011

RECRUITMENT AND SELECTION

The Chairman informed members that formal interviews together with a skills test for the position of Administrative Clerk/Receptionist had been held the previous day and that the panel had now requested that a final shortlist of three candidates be invited to attend for a second interview on 5 April 2011. It was

RESOLVED: That the above information be noted. 249/011

The meeting closed at 10.45pm

Cllr Aileen Newbury
Chairman
Staffing Committee