

Town Clerk: Dan Ledger

The Town Hall, 1 High Street, CULLOMPTON, EX15 1AB

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**MINUTES OF A MEETING OF THE GOVERNANCE, RESOURCES AND FINANCE COMMITTEE**

**DATED THURSDAY 13th April 2023**

**IN CULLOMPTON TOWN HALL AT 10.00AM**

**PRESENT:**

Councillors (Cllr): James Buczkowski, Matthew Dale, Shaun Holvey, Lloyd Knight & Mike Thompson

**OFFICERS PRESENT:**

Dan Ledger – Town Clerk

Ref. 10 **ELECTION OF CHAIR**

13.04.23 Committee **RESOLVED** to elect Cllr Lloyd Knight as Chair of the Committee for the remainder of the 2022/2023 municipal year

Ref. 11 **APOLOGIES FOR ABSENCE: 10/11/2022**

13.04.23 Cllr Kate Haslett

Cllr Chris Snow

Not present – Cllr Gordon Guest

Ref. 12 **DECLARATION OF INTERESTS:**

13.04.23 None

Ref. 13 **MINUTES**

13.04.23 **RESOLVED** to **DEFER** and redraft the minutes of the Governance, Resources & Finance Committee meeting 10th November 2022 ensuring only resolutions were listed.

Ref. 14 **PUBLIC QUESTION TIME**

13.04.23 No members of the public were present.

Ref. 15 **CONFIDENTIAL ITEMS/EXCLUSION OF THE PRESS AND PUBLIC**

13.04.23 **RESOLVED** that, in accordance with Local Government Act 1972, Schedule 12A, parts 1.1 and 4.14 and the Public Bodies (Admission to Meetings) Act Section 1(2), 1960, the public and press are excluded from this part of the meeting.

Ref. 16 **STAFFING MATTER**

13.04.23 **RESOLVED** to:

* agree the termination of the named employee’s contract by mutual consent.
* that a factual reference be supplied for the employee.
* that no additional payment would be made to the employee.

Ref. 17 **STAFFING RECRUITMENT & STRUCTURE**

13.04.23 **RESOLVED** to:

* agree the job description for the post of administrator assistant.
* delegate to the Town Clerk to advertise, form an interview panel, interview and recruit the new member of staff.
* defer the continuation of Carmel Wilkins contract on a permanent basis to the new Council term.

The meeting finished at 10:36am