

Wendover Parish Council

Minutes of the Staffing Committee Meeting

Held on 2 June, 2010

In Wendover Clock Tower at 4pm

Present:- **Chairman:** Cllr: Mrs Saunders
Cllrs. Worth, Mrs Hoffmann, Mrs Toft-Hunt
Clerk: Mrs Fiona Lippmann

S11/07 Apologies for Absence

Apologies for absence were received from Cllr Myers, these were accepted.

S11/08 Declarations of Interest

There were no declarations of either a personal or prejudicial interest.

S11/09 Minutes

The minutes of the Staffing Committee meeting of 4 May, 2010 were received and accepted as accurate. The Chairman then signed them.

S11/10 CLOSURE OF THE MEETING

Due to the confidential nature of the business to be transacted the meeting was closed to press and public under section 1(2) of the public bodies (Admission to Meetings) Act 1960 to discuss personnel and remuneration issues

S11/11 RECRUITMENT

The recruitment of a new Deputy Clerk was discussed.

- a. The Terms and Conditions were agreed
- b. The salary scale was agreed
- c. The Clerk was delegated with the administration and recruitment process of filling the position.
- d. No further recruitment issues were identified

S11/12 Matters of Report

There were no matters of report

S11/13 Dates of Future Meetings

There was no date set for the next Staffing Committee meeting

S11/14 CLOSURE OF MEETING

There being no further business, the Chairman closed the meeting at 6 pm

Signed _____
Chairman

Date: _____