

Abergele Town Council

MINUTES

A Special Meeting of the Council, held on Wednesday 29th September 2010, at 3.30 p.m. (after the completion of interviews) in the Town Hall, Llanddulas Road, Abergele.

269/10 **Attendance Register**

The Mayor, Cllr. R.M. Medicott (Chairman)

Cllrs: J.M.D. Bird; M. Bond; G.P. Davies; J.A. MacLennan; D.A. MacRae;

P.D. Meredith; J.D. Mortimer; B.C. Roberts; K.J. Sudlow; R.G. Waters; A. Wood

Mrs C.J. Earley (Clerk)

270/10 **Apologies for Absence**

Apologies for absence were RECEIVED from:

Cllrs: R.D. Peacock; J.E.H. Pitt; S. Rowlands; T. Rowlands; J. Stubbs

271/10 **Declaration of Interest**

Members were reminded that they must declare the **existence** and **nature** of any personal interests (using the form provided for this purpose).

None were declared.

272/10 **Post of Clerk to the Council and Responsible Financial Officer**

- a) Members considered the suitability of the short-listed candidates interviewed earlier today.

It was UNANIMOUSLY RESOLVED to offer the position of Clerk and Responsible Financial Officer to candidate no.9 – Mandy Evans, subject to receipt of satisfactory references, medical report and criminal record clearance.

It was FURTHER RESOLVED to inform candidate no.16 - Ian Jones, that he is the Council's second choice, should the position not subsequently be taken up by Mrs Evans for any reason.

- b) Members considered the appropriate salary range to be offered to Mrs Evans, taking into consideration her relevant experience and qualifications.

It was RESOLVED to offer to appoint Mrs Evans on the mid-range of NJC Scale LC2 – Spinal Column Points 30-34, starting at point 30.

It was FURTHER RESOLVED to delegate authority to the Staffing Sub-Committee to meet as soon as practicable to draft the terms of her contract of employment.

It was RESOLVED to request that the Clerk contacts all candidates by telephone to inform them of the outcome of the interviews and that an appropriate letter is sent to Mrs Evans and her referees as soon as possible.

- c) It was NOTED that Mr John Roberts would be working on a locum basis as temporary Clerk and Responsible Financial Officer, until the permanent Clerk & RFO can take up her appointment.

It was RESOLVED to approve a rate of pay of £14.00 per hour, to be invoiced to the Council on a monthly basis, with initial hours of work expected to be in the region of 15-20 per week, monitored weekly by the Mayor.

The meeting closed at 4.00 p.m.

..... Chairman