

Minutes of Okehampton Town Council extraordinary Policy and Resources Committee Meeting held on Monday 18th June 2018 at 3pm in the Council Chamber, Town Hall, Okehampton

Committee Members Present: Councillor Mrs J Yelland (Chairman)
Councillor T Cummings (Vice-Chairman)
Councillor Mrs J Carpenter (Mayor)
Councillor Mrs V Cushing
Councillor P Vachon
Councillor B Tolley
Councillor Mrs J Goffey

Other Members Present: Councillor Miss C Holt

In Attendance: Mrs E James (Town Clerk)

98 **Declarations of Interest** – None

99 **Apologies for Absence** – Cllrs Marsh and Leech

Action

PART TWO ITEMS

It was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Goffey, seconded by Cllr Cummings.

100 **Staffing Matters** –

The Senior Caretaker had tendered notice of retirement, his last working day being 27th June. With a view to filling the vacancy, on the proposition of Cllr Vachon, seconded by Cllr Goffey, it was **RESOLVED** that the vacancy be externally advertised for 21hrs per week, as existing, with a pay scale of SCP14, rising to 15 on successful completion of the probationary period.

Shortlisting and interviews to be undertaken by the Clerk in conjunction with agreed members of the Personnel Sub-Committee.

Action

On the proposition of Cllr Cummings, seconded Cllr Goffey, it was **RESOLVED** to exit and ratify decisions made in Part Two.

The meeting was closed at 3.30pm

**Cllr Yelland
Chairman**