

BRADWELL PARISH COUNCIL

Minutes of the Special Meeting of the Parish Council held at 7:30 p.m. on Thursday 18th January 2018

Present: Cllr C Furness, Cllr L Granger, Cllr P Higgs (Chair), Cllr N Kirkham,
Cllr K Lancaster, Cllr A Nash, Cllr M Salvage, Cllr L Sowerby.

Mr S Lawless (Clerk)

Members of the public: None

PUBLIC PARTICIPATION

There was no public participation

PART I – NON-CONFIDENTIAL INFORMATION

Apologies for Absence

021/2018

Apologies were received from Cllr P Downing by reason of holidays.
It was **resolved** to accept these apologies.

Declaration of Members' Interests

022/2018

No declarations of interest were received.

Parish Council Processes

023/2018

Progress in the recruitment of a replacement Clerk following the retirement of the present Clerk was considered. Following the interviews of the four short-listed candidates, the position had been offered to a preferred candidate, who then declined the offer as he felt he would be unable to maintain the desired visible presence in the village. Unfortunately the recruitment group had not been delegated at the last PC meeting to offer the position to other candidates, hence the need for this meeting to decide on the way forward.

Cllr Lancaster proposed that the position of Clerk / RFO should be offered to Mrs. Caroline Preston on the conditions below, and should this offer be declined, the position is to be offered to the next short-listed candidate on the same terms, and should this offer also be declined then the recruitment group is to short-list 2 further applicants for consideration / offer.

The conditions of the offer are a) subject to satisfactory references, b) commence on 1st February 2018, c) a probationary period, d) pay scale SCP21 (£10.467 /hr to be reviewed after 6 months) & e) payment is to be based on timesheets.

Cllr Furness proposed an amendment to this proposal that short-listed candidates should be invited to the next PC meeting so all councillors should have the opportunity to meet them prior a decision being made. This proposal was not seconded.

It was **resolved** to adopt Cllr Lancaster's proposal with Cllr Furness voting against.

ACTION: The Clerk is to offer the position to Mrs. Preston, and if accepted, to invite her a) to attend the Finance committee meeting on 25th January to meet some of the councillors and then b) to attend the DALC Clerk Induction course on 5th February and c) the next PC meeting on 6th February.

It was also **resolved** the new Administration committee (Cllrs Lancaster, Kirkham & Stevens) should be delegated to finalise all other details associated with the recruitment of Mrs. Preston (e.g. contract, computer, software) & the transitional arrangements with the present Clerk.

Date of Next Meeting

024/2018

The next meeting of the parish council is planned for Tuesday 6th February at 7:30 p.m. in the Methodist Lounge, Towngate, Bradwell.

The meeting concluded at 8:08 p.m.