

**DRAFT MINUTES OF THE MEETING OF THE OAKHAM TOWN COUNCIL STAFFING COMMITTEE HELD AT THE TOWN COUNCIL OFFICES ON MONDAY 24<sup>TH</sup> APRIL 2017**

**PRESENT:**

Cllrs Adam Lowe, Mrs Joyce Lucas BEM, Michael Haley

**13/17 APOLOGIES – Standing Order 1(u)**

- (i) Apologies for absence were received from Cllr Stan Stubbs
- (ii) It was proposed by Cllr Michael Haley, seconded by Cllr Joyce Lucas and unanimously agreed to accept the apology from Cllr Stan Stubbs

**14/17 MINUTES – (*Appendix A*)**

It was proposed by Cllr Michael Haley, seconded by Cllr Joyce Lucas and unanimously agreed that the minutes of the meeting of the Staffing Committee held on Monday 3<sup>rd</sup> April 2017 be signed by the Chairman as a true record of that meeting

**15/17 DECLARATIONS OF INTEREST**

- (i) None declared
- (ii) No other interests were declared

**16/17 EXEMPT ITEM/**

- (i) It was proposed by Cllr Michael Haley, seconded by Cllr Joyce Lucas and unanimously agreed to exclude the Public and Press during consideration of Items 5, 6 and 7 on the agenda, under Section 100 (2) of the Local Government Act 1972, as amended due to the confidential nature of the matters to be discussed
- (ii) It was proposed by Cllr Michael Haley, seconded by Cllr Joyce Lucas and unanimously agreed that members of the Council who are not members of the Committee should not remain during consideration of items 5, 6 and 7 on the agenda

**17/17 CLERK CONTRACT OF EMPLOYMENT**

After discussions on the matter it was unanimously agreed that the recommendations be made to the Council

**18/17 OFFICE ASSISTANTS JOB DESCRIPTION**

After discussions on the matter it was unanimously agreed that the recommendations be made to the Council

**19/17 CONSIDERATION OF EXTENDING LOCUM CLERKS CONTRACT BEYOND JUNE 2017 FOR 2 MONTHS**

After discussions on the matter it was unanimously agreed that the recommendations be made to the Council

**There being no further business the Chairman closed the meeting at 19.05pm**

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**Chairman**  
**TBA**