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**MINUTES OF A MEETING OF THE** **TOWN COUNCIL HELD ON WEDNESDAY 24 NOVEMBER 2021 AT 8.02 P.M. AT THE OFFICES OF OAKHAM TOWN COUNCIL, ROL HOUSE, LONG ROW, OAKHAM, RUTLAND LE15 6NL**

**PRESENT:** Cllrs. Burton, Denyer, Nealson, Romney and Gilbody

**ALSO PRESENT:** K Bell (Locum Town Clerk)

**APOLOGIES:** Cllrs Buxton, Graham, Lowe, Nix, Orchard & Wadsworth

The Chairman opened the meeting and welcomed all present

### 11/21 – 24 APOLOGIES AND REASONS FOR ABSENCE

The Council was advised that apologies had been received from Cllrs. Buxton, Graham, Lowe, Nix, Orchard and Wadsworth. It was

Proposed, seconded and:

**RESOLVED:** That the Apologies received from Cllr Buxton (Work Commitment) be accepted. **Unanimous**

Proposed, seconded and:

**RESOLVED:** That the Apologies from Cllr Graham (Work Commitment) be accepted. **Unanimous**

Proposed, seconded and:

**RESOLVED:** That the Apologies received from Cllr Lowe (Prior Commitment) be accepted. **Unanimous**

Proposed, seconded and:

**RESOLVED:** That the Apologies from Cllr Nix (LRALC Cllr Training) be accepted. **Unanimous**

Proposed, seconded and:

**RESOLVED:** That the Apologies received from Cllr Orchard (Work Commitment) be accepted. **Unanimous**

Proposed, seconded and:

**RESOLVED:** That the Apologies from Cllr Wadsworth (LRALC Cllr Training) be accepted. **Unanimous**

**These minutes are not verbatim, but a summary of discussion and decisions made at the meeting**

**Signed: Date**

**Committee Chairman**

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**11/21 – 25 DECLARATIONS OF INTEREST:** There were none

**11/21 – 26 EXCLUSION OF PRESS AND PUBLIC**: It was proposed, seconded and

**RESOLVED:** To exclude the press and public from the meeting during consideration of the following item on the grounds that it related to individuals and the financial affairs of particular persons. This information was classed as exempt under paragraphs 1, 2 and 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

**Appointment of Town Clerk:** It was reported that 4 applications had been received, 2 of which were eligible for interview and interviews had been held on 11 November 2021. During the interviews the panel made notes which were used for the Scoring Matrix. Following an analysis of the Scoring Matrix the Staffing Committee made the following recommendations to council

1. That council appoint Mr B Tassell subject to the receipt of satisfactory references.

2. That following the receipt of satisfactory references, a contract would be issued offering Mr B Tassell the position on SCP 26.

3. That the position would be conditional upon Mr Tassell obtaining the CILCA qualification within 12 months of his appointment.

It was proposed, seconded and

**RESOLVED:** That the Staffing Committees recommendations would be approved.

**11/21 – 27 DATE AND TIME OF NEXT MEETING:** 08 December 2021 at 6.30 p.m.

**These minutes are not verbatim, but a summary of discussion and decisions made at the meeting**

**Signed: Date**

**Committee Chairman**