

## LEDBURY TOWN COUNCIL

### Minutes of a Meeting of The Standing Committee held on 26<sup>th</sup> October 2017 at 5.30pm

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**Present:** Councillors: E Fieldhouse (Chairman)  
R Barnes A Bradford  
A Crowe K Francis

**In attendance:** Mrs K Mitchell – Clerk to the Council

1. **APOLOGIES**

None. All members were present.

2. **INTERESTS**

There were no interests declared at this point in the meeting.

3. **MINUTES**

1. The Minutes of the meeting held on 6<sup>th</sup> October, 2017 copies having been circulated, were confirmed as a correct record and signed by the Chairman.
2. The Minutes of the meeting held on 16<sup>th</sup> October, 2017, were not available.

*PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*

*In order to consider confidential legal advice and staffing matters a resolution was passed to exclude members of the public and councillors who are not members of the Standing Committee.*

4. **EMPLOYMENT MATTERS**

1. Item 4.2 Judicial Review was brought forward.

Members received legal opinion on Judicial Review proceedings and following discussion,

**RESOLVED: To follow the advice given.**

2. Members reviewed the job description for the Deputy Clerk which had been amended to reflect the proposals/recommendations contained within the operational review document, together with a person specification and job advert. It was unanimously agreed that the Deputy Clerk's position should be confirmed as a full time role (SCP 26-29).

**RESOLVED: That the Town Council be recommended to approve the revised documents (Refer EX09/2017) and proceed with arrangements for the recruitment of a Deputy Clerk.**

The Chairman closed the meeting at 7.16pm.