



Heybridge Parish Council

Minutes of the **Extra-Ordinary PARISH COUNCIL MEETING** held on **THURSDAY 27th JULY 2017** in the Claydon Room, Plantation Hall, Colchester Road, Heybridge. The meeting was called by Cllr Lewis and Cllr Jones.

PRESENT

Chairman: Simon Burwood

Vice-Chairman: Gary Young

Councillors: Ashley Jones Prof Lew Schnurr Natalie Lewis
Bernard Hall Tina Gentry

Officers: Laurie Wiebe – Clerk and RFO

Members of Public: none

District Councillors: None
Police: None
Other Representatives: None

In the Chair: Cllr Burwood

The meeting started at 6.10pm.

17/142 Apologies for Absence

Apologies were received from Cllr Perry (holiday), Cllr Bishop (holiday), Cllr Lawson (holiday) and Cllr Cable (illness.)

It was **RESOLVED** to accept the apologies and reasons for apologies.

17/143 Exclusion of Press and Public

It was **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

17/144

Advertisement Requirements for the position of Clerk/RFO

Members considered the advertisement requirements for the position of Clerk/RFO. There was a lengthy discussion.

Cllr Lewis expressed her opinion that the position should be in the first instance advertised internally as she had been advised by EALC.

Cllr Prof Schnurr expressed his concern that the position should be awarded on merit as defined by the Local Government and Housing Act 1989 s7 and that he was concerned that the advertisement should be transparent in order to satisfy legal obligations.

Members had received the job advertisement, job description and person specification as had been agreed by the Personnel Committee. Members referred to the Council's adopted Recruitment Policy. In light of the discussion taken place, Cllr Burwood suggested that the decision made by the Personnel Committee to advertise externally be void. It was noted that appointment of one Member onto the Personnel Committee would be discussed at the next Council meeting.

Cllr Lewis proposed that the position of Clerk/RFO be advertised internally for one week beginning 9th August 2017 which was seconded by Cllr Jones. It was noted that the next Personnel Committee meeting would be held on Monday 21st August 2017.

It was **RESOLVED** to advertise the position of Clerk/RFO internally for one week beginning 9th August 2017. It was noted that should there not be any internal applications or that the Personnel Committee made a decision that any received internal candidates did not meet the job description or person specification, then the position would be advertised externally.

Cllr Young left the meeting at 7:09pm.

Cllr Prof Schnurr continued to express his concerns and disagreed with internal advertisement.

17/145

Members noted the interview process as outlined in the Recruitment Policy which would be followed by the Personnel Committee.

17/146

Members considered the workload of the Locum Clerk/RFO. Cllr Burwood noted that the Personnel Committee would review the workload.

Cllr Young returned to the meeting at 7:18pm.

17/147

Members noted that full Council would decide on final appointment of new Clerk/RFO.

17/148 **Future Meetings**

It was noted that the next meeting of the Parish Council would be held on 17th August 2017 at 7:30pm.

The meeting closed at 7:19pm.

Chairman
17 August 2017