



Seaford Town Council

Extract from Exempt Minutes

MINUTES of the Special Meeting of the **Full Council** held at the Council Chambers, 37 Church Street, Seaford on **Thursday 1st July 2014** at **7.00pm**.

Present:

Councillor M Brown (Mayor), Councillor T Goodman (Deputy Mayor)
Councillors S Adeniji, R E Allen, B Burfield, G Cork, S Dunn, P Franklin, S Gauntlett, A Hayder, A Latham, L Lord, S McStravick and A White.
Jerry Taylor – HR Services Partnership
Georgia Raeburn, PA to the Town Clerk – Seaford Town Council

C50 Apologies

Apologies for absence were received from Councillors B Groves, P Heseltine, R Needham, L Wallraven, B Warren and I White.

C51 Minutes

It was **RESOLVED** that the minutes of the meeting of 19th June 2014 be **APPROVED**, with the following amendments:

‘C40.7 Cllrs Adeniji and Dunn informed the meeting that as individuals, they were working with Bob Valder and Jim Skinner to look at ways to improve sea defences. They were invited along to attend the next meeting of Coastal Futures Group on 7th July from 6.00-8.00pm in the Hillcrest Centre, Newhaven.’

It was **RESOLVED** that the minutes of the special meeting of 24th June 2014 be **APPROVED**.

C52 Declaration of Interests

No declarations were made of discloseable pecuniary interests or interests other than pecuniary interests as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

C53 Public Participation

There was no public participation.

C54 Exclusion of the Press and Public

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the discussion on items 6 and 7 on the agenda as the items concern personnel matters.

Jerry Taylor of HR Services Partnership remained, acting as the Council’s HR advisor.

C55 Staffing Matters

C55.1 Resignation of the Town Clerk

Members considered confidential report 61/14.

xiv. It was agreed to **NOTE** the resignation of Mrs Shippen, Town Clerk.

C55.2 Recruitment of Town Clerk

Members considered confidential report 65/14.

vi. It was **APPROVED** to delegate to the Interim Town Clerk in conjunction with the Mayor (Chairman of the Personnel Committee) to look into the options available to recruit a permanent Town Clerk and when a suitable method is found, to begin advertising the position with immediate effect.

C56 Extension to the Interim Town Clerk's Contract

Members considered confidential report 62/14.

C56.2 It was **APPROVED** to extend the Interim Town Clerk's contract for a non-specific period until a permanent Town Clerk is back in position, with an additional two weeks handover period, and an increase to the notice period for termination to the contract to one calendar month.

C56.3 It was **ACCEPTED** that the Interim Town Clerk may be required to act in his advisory role for the Society of Local Council Clerks on an ad hoc basis and that he will make up any time spent at the end of the working day.

The meeting closed at 7.34pm.

Councillor Mark Brown
Mayor