

LOUGHTON TOWN COUNCIL

EXTRAORDINARY COUNCIL MEETING

Minutes of the Extraordinary Council Meeting held on Wednesday 29 August 2018 at 7pm at Loughton Library & Town Hall, Traps Hill, Loughton IG10 1HD.

Present:

Councillors: S Murray (in the chair)
P Abraham J Angold-Stephens (from Min no 179)
P Beales R Brookes T Cochrane
B Cohen (from Min no 179) M Dalton
T Downing J Jennings J Jogia
K Latchford J Mahoney S Murphy
A Omer T Owen C C Pond
C P Pond M Stubbings D Wixley

Officers: E K Walsh (Town Clerk)
P Bryce (Administrative Assistant)

174 Apologies for Absence

Apologies for absence were received from Cllrs Davies and Pewsey.

175 Declarations of Interest

No declarations of interest were received.

176 Public Representations

None were received.

177 Matters for Report

No matters were reported.

178 Exclusion of the Press and Public

The Council RESOLVED to exclude the press and public for the next item only under the Public Bodies (Admission to Meetings) Act 1960, as it contained confidential information relating to staffing matters.

Cllrs Angold-Stephens and Cohen joined the meeting during the next item.

179 Strategy and Staff Group

The Council NOTED the report of the Strategy and Staff Group meeting held on 8 August 2018 and APPROVED the recruitment process as recommended in the report.

In particular, the following items were AGREED:

- i. The Strategy and Staff Group were given delegated authority to progress the recruitment of a new Town Clerk up to the formal appointment stage;
- ii. The interview panel members were to be Cllrs Angold-Stephens, Murphy, Murray, C C Pond and Wixley;
- iii. An independent moderator was to be appointed to assist the interview panel with an honorarium offered of £400;

- iv. Recruitment arrangements were to be handled by officers;
- v. Depending on the shortlisted candidates an informal tour of the town might be arranged;
- vi. An informal meeting of the Council would be held in the Library from 7pm – 8pm on Wednesday 3 October 2018 to enable members to meet the shortlisted candidates with the formal interviews scheduled for Thursday 4 October 2018;
- vii. Relocation grant – the Council would consider offering a successful candidate a contribution towards their relocation costs.

Signed.....
Date: **17 October 2018**