# DRAFT Minutes of an Extraordinary Wotton-under-Edge Town Council Meeting

# Monday 21stDecember 2020 (remote meeting due to Coronavirus)

## Present: Cllrs R Claydon (Chairman), P Barton, J Cordwell, T Luker, N Pinnegar, D Thomas, M Tucker, R Hale, J Turner

## In attendance: Town Clerk Ms S Bailey, Administrator Mrs D Hyam

## Public 0

## T.6148 Apologies for absence None.

## T.6149 To receive Declarations of Interest/Dispensations None.

## T.6150 Public Forum None.

## T.6151 New Applications

1. **S.20/23/HHOLD 25 Merlin Haven.** Replacement garage building and improvements to existing access/parking. It was resolved agreed by all to support this application.
2. **S.20/2459/HHOLD 4 Ludgate Hill.** Replacement larger rear extension. It was resolved agreed by all to make the following comment on this application. If the planning Authority is minded to allow this application it must satisfy itself that there are no overlooking issues, as a result of the proposed full length windows to the conservatory and the raised area in front of them. This could contravene policy ES3/1 of the Local Plan.

**Closed Session** *Under Public Bodies (Admission to Meetings Act) 1960 relating to matters of a staffing nature. It was* ***resolved*** *to enter a closed session agreed by all.*

## **T.6152 Report on interviews for new Town Clerk and RFO**

The Chairman reported to Council the situation regarding the interviews by the recruitment working group (assisted by the outgoing Clerk) and had circulated a SWOT analysis of strengths and weaknesses of the candidates. A detailed discussion followed regarding the salary level of the post and the necessary qualifications.

It was resolved to offer the position of Town Clerk & RFO to Ms A Durn at SCP35, subject to satisfactory references and not rising to SCP 36, which is top of the scale range, until the CILCA qualification is obtained and a satisfactory yearly review has been undertaken.

*It was* ***resolved*** *to exit closed session, agreed by all.*

The Chairman thanked the outgoing Clerk for her work and contributions to the Council over the past 7 years and gave best wishes for the new clerk position on the South Coast.

*This completed the business of the Town Council Meeting at 8.15pm*

Signed: ……………………………………Dated: …………………………