

**SLEAFORD TOWN COUNCIL  
MEETING OF THE FULL COUNCIL**

**Extra Ordinary** Minutes of the Meeting of the **Full Council** held on  
Tuesday 18<sup>th</sup> February 2014 at 9:00am  
in 3 Mill House, Carre Street, Sleaford

**PRESENT: Councillor B Watson, (Chairman)**

Cllr K Dolby (Vice-Chairman)	Cllr M Graves	Cllr D Birks
Cllr D Suiter	Cllr I Dolby	Cllr G Titmus
Cllr D Vere-Critchler	Cllr J Titmus	Cllr B Dunbar-Beckford
Cllr K Fernades		

There was no officer present at this meeting. Cllr K Dolby took the notes.

**FC.1 APOLOGIES.** Apologies, with reasons were given to the Clerk from Councillors M Suffield, M Allan, H Lorimer, T Mayfield, C Darch, J Mathieson and G Jackson.

**FC.2 DECLARATIONS OF INTEREST.** To receive any Disclosable Pecuniary or Personal Interests. There were none.

**FC.3 CHAIRMAN'S REPORT.** There was no report.

**FC.4 RESOLUTION TO MOVE INTO CLOSED SESSION.** To propose that "in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw". It was proposed by Cllr D Vere-Critchler and seconded by Cllr B Dunbar-Beckford.

Vote – all for. The Resolution was passed.

**FC.5 Resolve to hire a temporary assistant in the office, 10 to 21 hours per week as necessary.**

It was resolved to hire a temporary assistant in the office.

It was resolved that the hours be amended to 10 to 37 hours.

**FC.6 To resolve to advertise the post of Services Supervisor, initially on a 6 month contract.**

It was resolved to advertise the post of Services Supervisor and that the performance when STC have one in post be subject to a 3 monthly review.

Vote – unanimous. The Resolution was carried.

**FC.7 To extend the current Temporary Operatives Post for a further 3 months.**

It was resolved to extend the current Temporary Operatives Post for a further 3 months until the 31<sup>st</sup> May 2014.

Vote – unanimous. The Resolution was carried.

**FC.8 To advertise the post of Operative for Services.**

It was resolved to advertise the post of Operative for Services.

Vote – unanimous. The Resolution was carried.

**FC.9 To advertise the post of temporary Administrative Assistant.**

It was resolved to write a clear job description and training to be given. The Chair of Personnel to enquire about Apprentice schemes and job sharing schemes.

Vote – unanimous. The Resolution was carried

**FC.10 To set up an appointment panel consisting of the Chair of the Council, Chair of Personnel, Chair of Finance & Strategy, Chair of Services and the Clerk**

It was resolved that the Chair of Personnel, Chair of Finance & Strategy, Chair of Services together with the Clerk comprise an appointment panel. Chairman of General Purposes to be a substitute. Any 3 Councillors to make up panel.

Vote – all for. The Resolution was passed.

There being no further business, the Chairman closed the meeting at 11am.