

MARLBOROUGH TOWN COUNCIL

STAFFING COMMITTEE

Minutes of the meeting of the **Staffing Committee** held **Monday 19th December, 2011** in the **Council Chamber, Town Hall, Marlborough at 10.00 am.**

PRESENT	Cllr Mrs E Fogg Cllr A. Kirk Wilson Cllr B. Castle Cllr G. Francis Cllr Mrs P Dow Cllr G. Loosmore Cllr Mrs C. Jackson	Chairman Town Mayor
ALSO PRESENT	Mr Liam Costello Cllr S Dobson Cllr Mrs E M Hannaford Dobson Cllr R Pitts Cllr N Barratt-Morton	Town Clerk

370/11 **APOLOGIES**

There were no apologies for absence

371/11 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

372/11 **CHAIRMAN'S ANNOUNCEMENTS**

Interviews were to be held for the position of Town Clerk on Jan 12th 2012

373/11 **MINUTES**

RESOLVED: unanimously that the minutes of the meeting of the Staffing Committee held on the 14th November, 2011 were a true record and signed by the Chairman.

374/11 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: unanimously that in view of the confidential nature of the business about to be transacted, if it is advisable in the public interest that the press and public be excluded from the remainder of the meeting.

375/11 **LOCUM TOWN CLERK**

The committee considered the appointment of an Acting Town Clerk and Responsible Financial Officer to cover the period whilst a permanent appointment was made.

INTERVIEW PROCESS

The committee considered the process for interviewing candidates for the position of Town Clerk. A similar process to that employed last time would be used with 2 panels of interviewers. The interviews to take place on 12th January 2012.

The meeting closed at 10:20am