



Locking Parish Council

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The Parish Hall, Grenville Avenue,
Locking, North Somerset BS24 8AR

Minutes of the Meeting of Locking Parish Council's Executive Committee held on Thursday 11 April 2024 at 7pm at the Parish Hall, Grenville Avenue, Locking

Meeting opened: 7pm

Meeting closed: 7.30pm

Present: Councillors: Cllr Paul Jones (Chairman), Cllr Mike Tremlett (Vice Chairman), Cllr Bill Bearsby (Finance & Human Resources Chairman), Cllr Wendy Ashdown (Assets & Amenities Committee Chairman)

Also, in attendance: The Clerk

MATTERS FOR DECISION

Exe 01) To receive Apologies for absence and to approve reasons where appropriate: None

Exe 02) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None declared.

Exe 03) To received and confirm the Minutes of the Council meeting held on 16 February 2023

RESOLVED: That the Minutes of the Council meeting held on 16/02/2023 (previously circulated), betaken as read, agreed as being a true and correct record and as a consequence, to be signed by the Chairman of the meeting. With one abstain

PART 2

Exclusion of press and public.

(The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item/s below by reason of the confidential nature of the item/s of business to be transacted, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

Exe 04) To received and confirm the Confidential Minutes of the Council meeting held on 16 February 2023

RESOLVED: That the Minutes of the Council meeting held on 16/02/2023 (previously circulated), betaken as read, agreed as being a true and correct record and as a consequence, to be signed by the Chairman of the meeting. With one abstain

Exe 05) Appointment of Clerk's Assistant:

To receive and agree recommendations for the appointment of Clerk's Assistant.

The Chairman read to members a confidential report outlining the shortlisting process and interview of 5 candidates. It was noted that the caliber of candidates had been very high.

On the recommendation of the Interview Panel, it was proposed by Cllr Bearsby and seconded by Cllr Tremlett that Mrs Kelly Harvey be offered the position of Clerk's Assistant. It was **RESOLVED** that Mrs Harvey be offered the position of Clerk's Assistant.

It proposed by Cllr Bearsby and seconded by Cllr Tremlett that should Mrs Harvey decline the position then the Clerk be authorized to offer the position to the second placed candidate as per the Interview Panel's recommendation. **AGREED.**

The Clerk to contact the candidates.

The above to be ratified at the next Full Council meeting on 9 May 20224.

There being no further business the Chairman closed the meeting at 7.30pm

Signed (Chairman).....

Date.....

The next meeting of Locking Parish Council's Executive Committee TBC

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

DRAFT