

Minutes of the **Extra Ordinary Resources Committee** meeting held on
6th August 2024 at **2101hrs** in the **Iminster Arts Centre,**
The Meeting House, Iminster, TA19 0AN

Chair: Cllr B Jenner-Hurford

Committee: Cllr B Hamilton, Cllr M James, Cllr I MacKillop, Cllr J Morris, Cllr P Sellers,
Cllr N Tinson

Officers: J Earp (Deputy Clerk/RFO), V Freeman (Administration Officer)

In attendance: There were no members of the public present.

R24-023 Public Forum

There were no members of the public present.

R24-024 Apologies for Absence

Cllr S Shepherd

The Deputy Clerk has confirmed that reasons have been provided. [OBJ]

R24-025 Declarations of Interest

There were no declarations of interest.

R24-026 Dispensations

There were no dispensations requested or granted.

R24-027 Minutes

Members **RESOLVED** unanimously that the Minutes of the meeting held on **2nd July 2024** as an accurate record.

Proposer Cllr Tinson **Seconded** Cllr Hamilton

R24-028 Exempt Business

That in the view of the confidential nature of the business about to be transacted, it is advised in the public interest that the press and public be temporarily excluded while Members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960.

Proposer Cllr Hamilton **Seconded** Cllr Tinson

R24-029 Staffing update

A Members **RESOLVED** unanimously to agree the payment for 12 days of holiday pay that is due to the outgoing Town Clerk.

Proposer Cllr Hamilton **Seconded** Cllr Sellers

B Members **RESOLVED** unanimously to agree the payment of an additional 1 day of holiday pay to the outgoing Town Clerk only if previous Minutes show that the sixth carried over day had already been approved by Council. The Minutes showing the resolution to be emailed to all Resources Committee Members.

Proposer Cllr Hamilton **Seconded** Cllr Sellers

C Members **RESOLVED** unanimously to agree the Job Description for the Deputy Town Clerk.

Proposer Cllr Hamilton **Seconded** Cllr James

The Town Clerk and RFO job descriptions will be brought to a future meeting for Members to consider.

D Members **RESOLVED** unanimously to agree the SCP 26-29 £34,834 - £37,336 for the position of Deputy Town Clerk.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Tinson

E Members **RESOLVED** unanimously to delegate authority to the current Deputy Town Clerk to instruct South West Councils to provide assistance for the shortlisting and interviewing process for the Deputy Town Clerk vacancy.

Proposer Cllr Hamilton **Seconded** Cllr Tinson

Meeting ended 21.36

