

WESTON UNDER PENYARD PARISH COUNCIL

Minutes of the extraordinary meeting held on Tuesday 3 May 2016 at Weston Village Hall at 7.30 p.m.

PRESENT: L Dunn (acting chair), R Barker, C Bailey, C Chinn, B Davies, G Weston,
D Byrne, L New

1. No members of the public present.
2. Apologies: L Kearns
3. **DECLARATIONS OF INTEREST** - none
4. R Barker went through the process to appoint a new clerk . A job description had been issued, advertisements placed and 7 responses were received. Each candidate sent a CV and these were distributed to the council members. A panel of 3 councillors interviewed 3 good applicants and their CVs had been sent to HALC for comment. All the candidates were local. It was agreed in principle to appoint Liz New as the new parish clerk once a reference had been received from Hope Mansell for where she is also the clerk. It was proposed by R Barker and seconded by B Davies to appoint Liz New as the parish clerk. Everyone was in agreement.
All the other candidates had been written to.
5. A contract would be drawn up using an amended HALC contract by C Bailey, C Chinn and R Barker. This contract would be formally accepted at a later date.
6. It was agreed to approve a letter of engagement for L New. This letter had been sent in advance to all councillors and L New. It was signed by L Dunn as acting chair.

There being no further business, the meeting closed at 7.45 p.m.

L.N. Dunn 9 MAY 2016