

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Special Meeting of the Audit Sub-Committee held in the Council Chamber, Bank Place Offices, Holywell on Wednesday, 5 April 2017 at 10am.

PRESENT: Councillor E.B. Palmer (Chairman).
Councillors: J.M. Johnson (Mayor), B. Scragg and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillor P.J. McGarry.

IN ATTENDANCE: D.C. Pierce (Clerk).

A37. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

A38. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 –
EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for minute A39. on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted in relation to the engagement of staff.

A39. HOLYWELL TOWN COUNCIL – SUPPORT OFFICER – INTERVIEWS

The Chairman reported that the following four candidates had been shortlisted for interview at the last meeting of the Sub-Committee, as authorised by the Council in minute 183 of 2015/16.

Anne Wilson
Lisa Ann McCall
Collette Samantha Lowry
Katharine Margaret Taylor

Members had before them a copy of each application, job description and person specification. The Chairman informed everyone of the procedure for the interviews.

At the conclusion of the interviews, Members were satisfied that an appointment could be made.

RESOLVED:

(1) That the position of Support Officer be offered to Collette Samantha Lowry with effect from 9 May 2017 on the basis of the approved Job Description and subject to satisfactory references and an acceptable and verified disclosure form under the Disclosure and Barring Service (DBS), and including the following core terms:

- the appointment is based on 20 hours per week;
- the salary to be Scale LC1 points 15 to 17 pro rata, commencing on 9 May 2017 with annual increments on 1 April each year thereafter to point 17.

(2) That the successful candidate be invited to attend the next Council meeting on 18 April for introduction to Councillors.

A40. CLOSE OF MEETING

The Chairman closed the meeting at 12.15pm.

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Chairman