

Hilton Parish Council

Hilton Village Hall, Peacroft Lane, Hilton.DE65 5GH

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Minutes of the Extraordinary Meeting of Hilton Parish Council **held at Hilton Village Hall at 7:00pm on** **Wednesday 17 July 2024**

Present

Councillors M Coney (Chair), C Cuddington, G Andrew, S Stanton, C Nield, R Gaskin, J McCreadie

303/24 Apologies for absence

Apologies for absence were received from Cllr J Davies, Cllr Marchis

304/24 Declarations of Members' Interest

There were no declarations of Members' Interest

305/24 Public Speaking

a) Members of the Public

No members of the public were in attendance.

b) Police Matters

No report

c) District / County Council Member Reports

No reports were required for this meeting

306/24 To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.

RESOLVED that members of the public should be excluded from the meeting under the Public Bodies (Admission to Meetings Act 1960)

Proposed by Cllr Nield

Seconded by Cllr Andrew

307/24 Recruitment of Office Manager

Four candidates had been interviewed for the post of Office Manager to work in support of the Parish Council. Two candidates had progressed to a second interview.

The discussion noted that a member of the Parish Council staff had resigned from his post which presented opportunities to review the staffing and management structure of the Council, including the role of the Office Manager.

RESOLVED that appointment to the post of Office Manager should be deferred to allow for the position to be re-evaluated in the light of impending staff changes.

Proposed by Cllr Coney Seconded by Cllr Andrew

It was further RESOLVED that a Working Group should be established to review the five Parish Council employee roles and how these are structured in the future.

Proposed by Cllr Coney Seconded by Cllr Stanton

ACTION: Cllr Andrew to organise the meeting of the Working Group, to include Cllrs Andrew, Nield and Stanton

308/2024 Date of next meeting

Parish Council Meeting to be held at **7.00pm** on **Wednesday 31 July 2024** at Hilton Village Hall.

The meeting was closed @ 8.30 pm

Signed _____ Chairman / Vice Chairman

Notes taken by Cllr J McCreadie