

Sleaford Town Council
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**Minutes of the Extraordinary Meeting of Sleaford Town Council held on
Monday 30th May 2022 at 5.00pm, at the Town Hall, Navigation Yard, Sleaford.**

Present:

Cllr L Edwards-Shea – Chairman	Cllr J Parry
Cllr J Thomas – Vice Chairman	Cllr M Shanahan-Kluth
Cllr B Allan	Cllr S Shanahan-Kluth
Cllr P Edwards-Shea	Cllr A Snookes
Cllr K Fernandes	Cllr D Suiter
Cllr R Oates	Cllr J Thomas
Cllr M Offer	

Also in attendance Deputy Clerk

Please note the Audio Recording from this meeting is available on the Town Council's [You Tube Channel](#)

FC.1 Chairman's Welcome

The Chairman welcomed all to the meeting

Cllr S Shanahan-Kluth raised a point about the Council's Standing Orders and the need for this meeting; he informed Council he would be abstaining from voting on the agenda item to be considered.

Cllr R Oates replied to the point made, referencing the powers of the Temporary Proper Officer as set out in the Council's Standing Orders; he supported the meeting taking place in order to agree the business as set out on the agenda.

The Chairman informed Council that she had taken advice from the Council's HR Advisor on the question of whether a full Council meeting was needed to consider the business of appointing the Temporary Proper Officer. An Extraordinary Meeting was required since the Council's resolution was to make the appointment as soon as possible, therefore a meeting was required in advance of the Full Council meeting on 15th June.

FC.2 Apologies for Absence

Apologies had been received from Cllr D Darmon, Cllr T Hayat, Cllr L Lorimer, Cllr L Lowndes, Cllr M Smith. These were noted by Council.

It was noted that Cllr A Brand had resigned from the Council with immediate effect on 26th May. Therefore, there were currently 17 councillors on the Council.

FC.3 Declarations of Interest

No Declarations of Interest were received at this stage.

FC.4 Closed Session

It was proposed, seconded and **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the sensitive nature of the business to be discussed in relation to the following matters:- Vote: 8 for – 0 against – 3 abstained. The Resolution was carried.

The Clerk, being the host of the Zoom Meeting, ensured members of the public were no longer participating and confirmed the recording had been stopped.

FC.5 Temporary Responsible Finance Officer (RFO) Appointment – to consider the recommendations from the HR Panel Meeting on 20th May

The Deputy Clerk introduced the Report outlining the recommendations to Full Council.

Cllr Suiter advised that advice from the HR Advisor had been given and the candidate for the temporary RFO post had seen the contract and job description.

The Chairman advised that requests for references had been sent out and that the candidate was due to start work on Wednesday 1st June.

It was proposed and seconded to consider the four recommendations together. Recommendations:

1. Council approves the contract and job description of the Temporary RFO
2. The Temporary Proper Officer signs the contract on behalf of Full Council
3. The Temporary Proper Officer to be the day-to-day line manager of the post holder
4. All other HR matters to be considered by the HR Panel and if necessary Full Council

It was proposed, seconded and **RESOLVED** to accept the above four recommendations from the HR Panel.

Vote: 9 for – 0 against – 3 abstained. The Resolution was carried.

The HR Panel Lead updated Council on the appointment process for the vacancy of Town Clerk.

There being no further business, the Chairman thanked all for attending and closed the meeting at 5.25 pm

