

ASHMANHAUGH PARISH COUNCIL



Minutes of the Ashmanhaugh Parish Council Extraordinary Meeting held on 07 February 2012 at 7.00pm in the Preston Rooms

Present: Councillor Mrs R Buxton - Chair
Councillor G Saunders – Vice Chair
Councillor N Coleman
Councillor I Sharp
Councillor H Buxton
Councillor G Hunt
Councillor Miss S Hewitt

Officer Mrs G Sharpe – Clerk to the Council

1 APOLOGIES

There were no apologies.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 APPLICATIONS FOR POST OF CLERK

The five expressions of interest for the post of Clerk received were considered. Each was assessed against the Job Specification and a point given for each item that Members felt was satisfied, either in the expressions of interest or Curriculum Vitae.

It was **AGREED AND RESOLVED** that four applicants would be invited for interview and the fifth notified they had been unsuccessful on this occasion.

4 INTERVIEW PANEL

It was **AGREED AND RESOLVED** that Cllr Mrs R Buxton, Cllr G Hunt and the Clerk would form the interview committee.

It was unanimously **AGREED AND RESOLVED** the interview committee would make the final decision on the appointment of Clerk.

5 INTERVIEW ARRANGEMENT

It was **AGREED AND RESOLVED** that two interviews per evening, would take place at 6pm on Monday 20th February and Tuesday 21st February 2012.

It was **AGREED AND RESOLVED** that questions for the interview would be drafted and agreed by the interview committee prior to the 20th February.

The Clerk was instructed to book the hall for those two evenings.

The meeting finished at 08.45 pm.

**The date of the next meeting is
Tuesday 06 March 2012 at 7.00pm**