


**Minutes of the Finance & Staffing Committee**  
**held on Thursday 22 September 2022 at 6.30pm**

**Present:** Cllr Irven, Cllr Murphy, (Chair), Cllr Westcott, and Cllr Whetlor

**In attendance:** Jo Grellier, Deputy Town Clerk

- 22/24C **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))  
As Chair Cllr Murphy proposed that **'the apologies given by Councillors Campbell, Ellwood, and Ward are accepted'**. Seconded by Cllr Whetlor. Carried.
- 22/25C **To receive any Declaration of Interests** under Watchet Town Council's Code of Conduct (adopted on 9 July 2012) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 SI No: 1464 - None to declare.
- 22/26C **To confirm and sign the Minutes of the meeting held on 14 July 2022-** *circulated to members prior to the meeting via Appendix 1-* (LGA 1972, Sch 12 Para 41) Cllr Murphy proposed that **'the minutes of the meeting held on 14 July 2022 are a true and accurate record'**. Seconded by Cllr Irven. Carried.
- 22/27C **Personnel Committee:**  
(i) To appoint an interim member to join the Committee to cover a member's absence due to illness  
Cllr Murphy proposed that **'due to Cllr Ward being absent with illness, Cllr Irven is appointed as an interim member to join the Personnel Committee until her return'**. Seconded by Cllr Westcott. Carried with 1 abstention.
- 22/28C **Exclusion of the public:**  
*"That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw"* (Public Bodies (Admission to Meetings) Act 1960  
Cllr Murphy proposed that **'in the view of the confidential nature of the business about to be transacted, that Standing Order 1c is invoked and the public are instructed to withdraw from the meeting'**. Seconded by Cllr Westcott. Carried.
- 22/29C **Staffing Matters:**  
(i) Recommendations from the Personnel Committee:  
a. Admin Support Officer's post – *paperwork circulated prior to the meeting via Appendix 2*  
  
See Excluded notes 22/03EX - members approved the timetable and advert for the new admin post recommended by the Personnel Committee.  
  
Cllr Murphy proposed that **'the public and press are readmitted to the meeting'**. Seconded by acclaim.
- 22/30C **Matters for the next meeting** – no discussion or decisions made
- Items carried forward from July meeting
  - Liaise with Clerk

Meeting closed at 6.35pm

Signed.....

Date..... 17 OCTOBER 2022