

WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE CITY COUNCIL HELD IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON 29th SEPTEMBER 2009

- 1. PRESENT:** Cllr C Borastero (Mayor)
Cllrs D Anderson, M Brandon, L Byrne, T Butt Philip, S Davies,
N Kennedy, J North, J Osman, J Parkes, C Price, T Robbins,
S Robertson, H Siggs and D Unwin

2. EXCLUSION OF PRESS AND PUBLIC.

The Mayor proposed and it was agreed that, due to the confidential nature of the business of the Meeting where any publicity may be contrary to the public interest,

- a) the press and public be excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960;
- b) Peter Lacey, County Secretary of the Somerset Association of Local Councils, be invited to remain to act as Minute Taker.

The Mayor reminded members that all matters to be discussed at the Meeting were confidential.

3. RESIGNATION OF TOWN CLERK.

The Mayor reported that she had received a letter giving Notice of immediate termination, for personal reasons, of the Contract of Employment as Clerk and Responsible Financial Officer from Keith Donoghue.

After discussion:

It was **RESOLVED:**

1. to accept the notice from Keith Donoghue of immediate termination of his Contract of Employment as Clerk and Responsible Financial Officer;
2. to establish a Clerk's Employment Committee comprising 4 members with a quorum of 3;
3. to authorise the Clerk's Employment Committee to negotiate any terms with Mr Donoghue as may be necessary;
4. to authorise the Clerk's Employment Committee to take such steps as are required to make a recommendation to Council regarding the appointment(s) at an early stage of a Clerk, and Responsible Financial Officer, on a contract or contracts, not to exceed 8 months;
5. to authorise the Clerk's Employment Committee to review the terms and conditions of Employment (including Job Description) of the post of Clerk and

- to draw up and recommend to Council a procedure for recruitment which shall only be implemented after approval by Council;
6. to appoint Councillors to the Clerk's Employment Committee.
 7. to authorise the Clerk's Employment Committee to incur any necessary expenditure up to a limit of £1,000 provided a Report on any such action is placed before the next Council Meeting.
 8. to authorize any expenditure necessary for professional support