



## Minutes

### Members present:

Mr D.W. Prodger MBE (Chairman), Brig. P. Jones CBE (Vice-Chairman), Mr T. Bean, Mr B. Bullock, Mr J. Champion, Mr J. Cairns, Mrs L. Hodgson, Mrs M Lloyd-Hayes, Mr C. Smith, Mr K. Taylor, Mr J. Thomas, Mr G. Yarranton.

### 1. Apologies for Absence

Apologies were noted from:

Mrs L. Duffy, Mr A. Hardman, Mrs G. Hopkins, Mr B Matthews, Mrs F Oborski, Mrs J. Potter, Mr T. Spencer, Mr D. Taylor.

### 2. Declaration of Interests (if any)

The Chairman invited Members to declare any personal or prejudicial interests against any of the Agenda items. No interests were declared.

### 3. Appointment of Head of Legal Services

[The current Clerk/Monitoring Officer, Mrs A. Brown left the meeting prior to consideration of this item].

The Appointments Committee met on 8 May 2012 to select a new Head of Legal Services who would also undertake the role of the Clerk and Monitoring Officer to the Authority. The Chairman explained that the most suitably qualified and experienced candidate had been offered the post and would commence the role with effect from a mutually agreeable date. It was proposed by the Chairman that the ratification of the appointment was deferred to the next Authority meeting.

The current Clerk/Monitoring Officer had been appointed until the 31 May 2012 or until a permanent appointment was made, whichever was the sooner. It was recommended that interim arrangements were put in place to ensure the Authority maintained its requirement to have a Monitoring Officer until the new Head of Legal Services commenced his post.

### RESOLVED that:

- i) the appointment of the new Head of Legal Services (Monitoring Officer) be ratified at the next full Authority meeting on 20 June 2012; and*
- ii) the Authority puts in place interim arrangements to ensure that it has a Monitoring Officer in place until the incoming Head of Legal Services commences his post.*

[Mrs A Brown returned to the meeting].

#### **4. Exclusion of Public and Press**

In the opinion of the Clerk to the Authority, agenda item 5 (Terms and Conditions of Service) was likely to disclose information relating to the financial or business affairs of any particular person (including the Authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

It was therefore recommended that the meeting should not be open to the public and press at the time that item 5 was considered.

***RESOLVED that the public and the press be excluded from the meeting during consideration of item 5, Terms and Conditions of Service.***

#### **5. Terms and Conditions of Service**

The Clerk tabled a report and the Chairman adjourned the meeting at 2.37pm to allow Members reading time.

The meeting reconvened at 2.42pm.

The Clerk presented her report and in response Members questioned her with regards to the detail contained within it. A discussion ensued concerning the content of the report.

[Cllr Campion left the meeting at 3.41pm and Cllr Bullock left the meeting at 4.02pm].

***RESOLVED that recommendations i), ii) and iii) be approved as set out in the report FRA002/2012.***

The meeting concluded at 4.10 pm.

Signed: \_\_\_\_\_  
Chairman.

Date: \_\_\_\_\_