

Minutes: 8 October 2010

**Present: Cllrs Brewer, Day, Ferrett, Findlay, Hockin, Little, Rodda, Smith
Apologies: Cllrs Dawson, Jarvis**

**Minutes of subcommittee meeting of 23 September to be agreed at full council
meeting of ~~14~~ October 14th.**

Appointment of new Clerk

1. The present Clerk had kindly supplied copies of his current job description, duties of Responsible Financial Officer and draft contract of employment, to be used as a template for appointment of a new Clerk.
2. Salary is to be negotiated based on NALC scale LC2 points 26-31 (£22,221 - £24,646 pa) pro rata, averaging 16 hours per week, reviewed annually. The new Clerk would be initially appointed on a six month trial basis.
3. The present Clerk is registered self-employed with HRMC and it is desirable that this arrangement continues.
4. The Council would pay a proportion of the post holder's household costs for use of his/her home as an office and an agreed vehicle mileage rate.
5. It was agreed to send to interested candidates a standard Cornwall County application form which can be completed either by hand or sent electronically to the Council Chairman. Submission date by 30 October, interviews in November, appointment from 1st January 2011.

The above resolutions were proposed by Cllr Brewer, seconded by Cllr Findlay, passed unanimously.

Meeting closed at 20.15

Time and date of next meeting: 7pm Thursday 4 November Community Centre