

CYNGOR CYMUNED LLAN LLŶR/LLANYRE COMMUNITY COUNCIL

An extra ordinary meeting of Cyngor Cymuned Llan Llŷr/Llanyre Community Council was held at Newbridge-on-Wye Community Centre on Wednesday 31st January, 2018.

Present: Councillor G. Rees (Chairman);

Councillors Mrs. T. Field, S. Jones, S. Powell, L. Smith and M. Watkins.

100/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr. M. Davies and Mr. H. Lewis.

101/16 DECLARATIONS OF INTEREST

There were none.

102/17 APPOINTMENT OF REPLACEMENT CLERK

It was reported that the applicant had withdrawn her application for the post. Mrs. Brown had, therefore, been contacted and she had agreed to remain in post until 31st March, 2018, following which date she would leave whether a replacement Clerk had been appointed or not. The Chairman thanked Mrs. Brown for agreeing to stay in post for a further two months.

It was noted that the post had previously be advertised on the Powys Jobs Website and the local notice boards. However, it was felt that this had not reached a wide enough audience and ways of attracting a large up-take were discussed. It was stressed that this position is a statutory appointment and it is important that it is conducted correctly. A job description must be supplied to the successful applicant.

Following a detailed discussion, the following procedure was agreed:-

1. Advertise in the following:
 - Brecon and Radnor Express, County Times and Mid Wales Journal, subject to cost
 - Powys Intranet – Chairman to process
 - Notice boards
 - Facebook, jobs page – Clerk to process
 - Post Office and Garage in Newbridge-on-Wye
2. A maximum cost of £400 for the newspaper advertising be agreed.
3. The Clerk to draft an advert for approval by all Members.
4. Hours 350 hours p.a. approximately
5. Salary – SCP15 – SCP20
6. Closing date for applications – 26th February, 2018
7. Shortlisting date – 27th February, 2018
8. Interview date – 1st March, 2018

9. Questions be drafted for Members approval in readiness for the shortlisting meeting

103/17 DATE OF NEXT MEETING

It was agreed that the date of the next meeting be changed from 20th February to 27th February, 2018 to accommodate the advertising and shortlisting schedule.

There being no other business, the Chairman closed the meeting.

GERAINT REES (Chairman)