

## LANGSTONE COMMUNITY COUNCIL EXTRAORDINARY MEETING OF THE COUNCIL

**Date:** 23<sup>rd</sup> March 2021  
**Time:** 7.00pm  
**Venue:** Virtual meeting via Zoom

**Present** Cllr C Bryant (Chair)  
Cllr J Ford  
Cllr R Hollister  
Cllr L Humphries  
Cllr L Duthie  
Cllr S Powell  
Cllr L Aherne  
Cllr M Griffiths  
Cllr M Harring-Burn  
Cllr J Harring-Burn  
Cllr D Jenkins  
Cllr J Straw

**In attendance** Ms H K Jones (Clerk)

**20/93.** In accordance with the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 this meeting took place remotely using the Zoom social media platform. This was advised with due notice on the Council's website with a link to the meeting on Zoom. The Clerk then controlled entry to the meeting using the waiting room facility. The Chairman welcomed everyone to the Council's ninth meeting via Zoom.

**20/94. Apologies** – none.

**20/95. Declarations of interests:** None

**20/96.** There were no members of the public present so a motion to exclude the press and public was not necessary.

**20/97.** The Council approved payment of the Clerk's accrued holiday pay of 8.5 days. [The Clerk had resigned on 9<sup>th</sup> March and her last day would be 8<sup>th</sup> April]

**20/98.** The Council approved the employment of a locum clerk. Chairman to discuss with the Clerk of neighbouring councils.

**20/99.** The Council discussed and approved the need to advertise the vacancy for a Clerk. The Clerk had sent to the Chairman the model job description on the SLCC website, the pay scales, her Contract of Employment

### ACTIONS

- Chairman to contact OVW for advice and guidance.
- All to look up templates on OVW website
- Person specification to be drawn up
- Timescales to be agreed
- Panel questions to be agreed

There being no other business, the meeting concluded at 19:40