

NORTHSTOWE TOWN COUNCIL - FULL COUNCIL

MINUTES of the meeting held on Tuesday 8th OCTOBER 2024 (Extraordinary Full Council meeting) at The Cabin, Northstowe

Members: 15
Quorum: 5 Members.
Present: 7 Members: Cllr Littlemore (Mayor); Cllr Delip (Deputy-Mayor); Cllr Bros Sabría; Cllr Kinnera; Cllr Oluwasanya; Cllr Owen; Cllr Susarla (from 19:15 pm).
Town Clerk.
No Members of the public.
Apologies: Cllr Benedicic; Cllr Castelino; Cllr Males; Cllr Nikoro; Cllr Sovago.
Absent: Cllr Greef; Cllr Mgaidia; Cllr Panvekar.

The meeting was opened at 19:02 pm. Cllr Littlemore took the Chair.

123/24-25 APOLOGIES FOR ABSENCE (Standing Item)

To record apologies for absence received prior to the meeting.

Apologies had been received and accepted from: Cllr Benedicic; Cllr Castelino; Cllr Males; Cllr Nikoro; Cllr Sovago.

124/24-25 DECLARATIONS OF INTEREST (Standing Item)

a) *Councillors to declare any pecuniary or personal interest in any items on the agenda.*

b) *Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chair if they wish to speak on the matter during public participation.*

No interests were declared.

125/24-25 PUBLIC PARTICIPATION (Standing Item)

a) *To adjourn the meeting for up to 15 mins. to allow members of the public, and Councillors declaring a prejudicial interest, to address the meeting in relation to business to be transacted at this meeting.*

b) *To reconvene the meeting.*

There were no members of the public present; the Chair reconvened the meeting.

To resolve to move into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the sensitive or commercial nature of business to be discussed under item 126/24-25.

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **RESOLVED**, unanimously, **to move into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the sensitive or commercial nature of business to be discussed under item 126/24-25.**

126/24-25 APPOINTMENT OF ASSETS AND ESTATES MANAGER

Further to Full Council meeting 23rd July 2024, item 83/24-25 and Full Council meeting 24th September 2024, item 110/24-25:

1) *To receive a recommendation from the Recruitment Panel to appoint a preferred candidate as Assets and Estates Manager (Motion paper; application information; Interview Panel report with recommendation shared with Cllrs.).*

Several points were raised by Councillors; this included a request that, in similar future scenarios, further detail is to be provided in a report to the Council to obtain a more detailed understanding how and in which areas the preferred candidate was considered stronger than other candidates interviewed. All items raised were responded to by Members and the Officer who had been part of the interview Panel, mentioning also that there had been unanimous consensus reached by all panel members, as highlighted in the report.

2) *To approve the Panel's recommendation for appointment of an Assets and Estates Manager.*

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **RESOLVED**, unanimously, **to approve the Panel's recommendation for appointment of G. Bernardis as the Town Council's Assets and Estates Manager.**

Cllr Susarla joined the meeting at 19:15 pm; he had no declarations to make under item 124/24-25.

3) *To approve the employment contract as drafted (draft contract shared with Cllrs).*

It was proposed by Cllr Littlemore, seconded by Cllr Bros Sabría and **RESOLVED**, unanimously, **to approve the employment contract as drafted.**

4) *To delegate to the Clerk to manage and finalise remaining logistical and other arrangements, for the new member of staff to be able to start their work with Northstowe Town Council on 14th October 2024.*

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **RESOLVED**, unanimously, **to delegate to the Clerk to manage and finalise remaining logistical and other arrangements, for the new member of staff to be able to start their work with Northstowe Town Council on 14th October 2024.**

To resolve to end the closed session.

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **RESOLVED**, unanimously, **to end the closed session.**

127/24-25 PURCHASE OF EQUIPMENT FOR NEW MEMBER OF STAFF

1) *To approve the purchase of a laptop, plus monitor and IT accessories; a Mobile phone (i-Phone), plus accessories; an additional licence within Microsoft 365 Business Premium; and email account, for use by the Assets and Estates Manager (Motion paper with details shared with Cllrs.).*

There was some discussion around an appropriate email name for the new member of staff; the **Clerk was tasked** to consider alternative options and discuss this also with the new member of staff.

It was proposed by Cllr Littlemore, seconded by Cllr Susarla and **RESOLVED**, unanimously, **to approve the purchase of a laptop, plus monitor and IT accessories; a Mobile phone (i-Phone), plus accessories; an additional licence within Microsoft 365 Business Premium; and email account, for use by the Assets and Estates Manager.**

128/24-25 DATES OF NEXT COUNCIL MEETINGS (Standing Item)

- *Full Council: Tue 22nd October 2024 (7-9 pm); The Cabin, Northstowe.
[Final versions of motions & papers to be received by 12/10 at the latest].*
- *For all Council meetings and annual meeting schedule, see www.northstowetowncouncil.gov.uk*

Noted.

The meeting was closed at 19:21 pm.

Signed.....

Town Mayor

Date.....