



# KINGSTEIGNTON TOWN COUNCIL

## Minutes of the Extra Ordinary Full Council Meeting Held on Wednesday 19<sup>th</sup> February 2025 at 7.00pm Community Hall, Rydon Road, Kingsteignton

### **Present:**

Chair: Cllr R Peart (Mayor)

Councillors: Cllrs M Eggar, M Field, S Danks, J Gordon, K Jones, B Thorne, T Dempster, J Scagell and D Ripping

Locum Town Clerk: Rachel Avery

### **Public Participation**

There were no members of the public present.

### **EO15/2024 Apologies**

**Resolved:** Apologies received and accepted from  
Cllr Tillson-Hawke (Personal Commitments)

### **EO16/2025 Declarations of Interest**

There were no declarations of interest.

### **E017/2025 Part II**

**Resolved:** Under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information.

**Proposed:** Cllr Peart

**Seconded:** Cllr Thorne

### **E018/2025 Administrator Vacancy**

**Resolved:** To approve the job advert, job description and person specification.

**Proposed:** Cllr Peart

**Seconded:** Cllr Thorne

**Resolved:** To approve the shortlisting panel and interview panel.  
**Proposed:** Cllr Thorne  
**Seconded:** Cllr Peart

#### **E019/2025 RFO Vacancy**

**Resolved:** To approve the resignation of the RFO and to prepare the vacancy information for consideration at the March meeting of Full Council (8 councillors in favour, 2 abstentions).  
**Proposed:** Cllr Dempster  
**Seconded:** Cllr Scagell

#### **E020/2025 Staffing**

**Resolved:** To note the contents of the Town Clerk's report regarding staffing and to approve the recommendations therein, for a period of three months.  
**Proposed:** Cllr Peart  
**Seconded:** Cllr Thorne

#### **E021/2025 Legal**

**Resolved:** To note the contents of the Town Clerk's verbal report.  
**Proposed:** Cllr Thorne  
**Seconded:** Cllr Peart

Meeting Closed at 8.47pm

Signed: .....

Dated: .....