



Castle Cary Town Council

The Market House

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Castle Cary

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NOTICE OF EXTRAORDINARY CASTLE CARY TOWN COUNCIL MEETING

All Town Councillors are hereby summoned to the following meeting, to be held at 7.00pm on Wednesday 26th August 2020. DUE TO THE ONGOING CORONAVIRUS SITUATION, THIS WILL BE A ZOOM MEETING. A LINK HAS BEEN EMAILED TO COUNCILLORS TO ALLOW THEM TO ACCESS THE MEETING.

ANY MEMBER OF THE PUBLIC WISHING TO ATTEND THE MEETING REMOTELY, SHOULD CONTACT THE CLERK BY EMAIL (town.clerk@castle-cary.co.uk) TO REQUEST A LINK AND PASSWORD.

Signed on behalf of the Council
Date: 21st August 2020

Zöe Godden, Town Clerk

Before the meeting there will be a public session to enable people to ask questions of the Council and make comments. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

2020

TC52 Apologies for absence

TC53 Declarations of personal or pecuniary interest (these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed)

TC54 To consider options for dealing with the two vacant posts (Bookings and Promotions Manager and Town Clerk and Responsible Financial Officer)

- a) Does the Bookings and Promotions post need to be filled now and, if so, how many hours per week are required; what options are there for filling the post to fit in with the current climate.
- b) To consider splitting to Town Clerk and Responsible Financial Officer post to form two posts of Town Clerk and Responsible Financial Officer.
- c) To agree to advertise both posts, in line with any agreements above.
- d) To agree a timed schedule of actions for advertising the posts, closing dates for applications, shortlisting and interview dates etc.

Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of its functions, that "No member of the public, job applicant, elected member or employee shall receive less favourable treatment on the grounds of gender, race, sexual orientation, marital status or disability"

The next meeting of the Town Council will be held on Monday 21st September 2020 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 10th September 2020.