Neston Town Council	*Meeting (No)*	**Extraordinary Full Council Meeting (4)**
	Time & Date	**20th September 2023 at 10am**
	Location	**Neston Town Hall**
	MINUTES	

Present: Cllrs: Wastell (Mayor), Doughty, Edwards, Griffiths, Jones, Hardcastle, Hudspeth, Kynaston and Marple.

In attendance: Z. Dean (Locum Chief Officer) and A. Duncan (Community & Environment Manager).

PART 1: Items considered in the presence of the Press and Public

47	**Apologies for Absence** **It was RESOLVED:** To accept the following apologies for absence: Cllr Warner – Holiday Cllr Townsend – Work Commitment Cllr Davies – Unwell To note Cllr Braithwaite was absent.
48	**Declarations of Interest** No declarations of interest were received from members.
49	**Exclusion of Press & Public** **It was RESOLVED:** To accept that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

PART 2: Items considered in the absence of the Press and Public

50	**Appointment of Administration Assistant** The Locum Chief Officer presented a verbal report detailing the rigorous recruitment and interview process that was followed in order to find a suitable candidate for the post. **It was RESOLVED:** To appoint Joanna Harding as the Administration Assistant for Neston Town Council (unanimous)

Meeting closed at 10:10am.

Signed_____**Dated**_____