HONITON TOWN COUNCIL

Minutes of the Human Resources Committee Meeting of the Town Council on Monday 7th September 2026 at 7.00pm

Present

St Michael's Ward
Cllr Fowles
Cllr C Maunder
Cllr R Sexton

St Paul's Ward
Cllr S Sexton

In attendance
Heloise Marlow Acting Town Clerk

26/11/HR **Apologies for absence**
Cllr R Wallis

26/12/HR **Declarations of Interests**
There were no declarations of interest.

26/13/HR **Dispensations**
There were no dispensations.

26/14/HR **Public Question Time for items on the agenda**
There were no public questions.

26/15/HR **Minutes of the HR Committee meetings held on 10th June 2026**
Members RESOLVED unanimously to approve for accuracy the minutes of the HR Committee meeting held on 10th June 2026 as published and circulated with the agenda.
Proposed by Cllr S Sexton and seconded by Cllr R Sexton

25/16/HR **Exempt Business**
Members RESOLVED unanimously to take the following item into exempt business.
Proposed by Cllr S Sexton and seconded by Cllr Fowles

26/17/HR **Recruitment of Town Clerk and Responsible Financial Officer (RFO)**
Committee RESOLVED unanimously to approve:

a. **To recommend to Full Council the appointment of a permanent Town Clerk and RFO**
Proposed by Cllr S Sexton and seconded by Cllr Maunder

b. **To recommend to Full Council for noting the arrangements for recruitment of a permanent Town Clerk and RFO to include**

<u>information packs, advertisements, interviews and conditions offers.</u>
Proposed by Cllr Maunder and seconded by Cllr S Sexton

26/18/HR To close the meeting
The meeting was closed at 20:15pm.

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