



# Saxmundham Town Council

**Minutes of the Resources Committee Extraordinary Meeting held on Thursday 12<sup>th</sup> October 2023  
at 12:00 pm at the Town House, Station Approach, Station Road, Saxmundham**

**Committee Members in Attendance:**

Cllr John Findlay (Chair)  
Cllr Di Eastman  
Cllr Elizabeth Clark

**Also Present:**

Sharon Smith – Town Clerk/RFO

111/23R **Apologies for Absence.**

Cllr James Sandbach  
Cllr Jeremy Smith  
Cllr John Fisher

112/23R **Declarations of Interest**

None declared.

113/23R **Open Forum**

None present.

114/23R **It was unanimously RESOLVED** to exclude the public under the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to public interest by reasons of the confidential nature of the following business being transacted.

115/23R **Staffing Matters**

The Committee received a report from the interview panel, and **it was unanimously RESOLVED** to appoint Michelle Allen as Assistant Town Clerk from 23<sup>rd</sup> October 2023.

The meeting closed at 12:15 pm  
Sharon Smith – Town Clerk/RFO

Signed \_\_\_\_\_ Date \_\_\_\_\_