



## BLYTH TOWN COUNCIL

**Minutes of the Staff Sub-Committee held in the Council Chamber, Arms Everytne House on Thursday 26 March 2026** immediately following the Special Full Council Meeting which commenced at 5:30pm, in the Council Chamber, Arms Everytne House, Quay Road, Blyth, NE24 2AS.

**Present:**

**Councillors:** N Rolls (Chair), T E Elliott (Vice-Chair), D Campbell, D Carr, A Cartie, B E Elliott, C Jones, K Nisbet and M Peart.

Also Present: Cllr D Nicholson (non-Committee member)

**Officers:** M Wilkinson, Town Clerk and E Brown, Deputy Town Clerk

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| <b>1</b> | <b>Apologies for absence</b><br>Apologies were received and noted from B Erskine.  |
| <b>2</b> | <b>Disclosure of interests and grant of dispensations</b><br>None.   |
| <b>3</b> | <b>Minutes of the previous Staff Sub Committee</b><br>There are no previous minutes to consider.   |
| <b>4</b> | <b>Any other business</b><br><br>This item is only for items of information to be given to Town Councillors and for items which either the Committee Chair or Town Clerk consider to be genuinely urgent.              |
| <b>5</b> | <b>Date &amp; time of next meeting</b><br><br>The next Staff Sub Committee will be topic dependent.  |
| <b>6</b> | <b>Part II</b><br><br>RESOLVED that pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business about to be transacted, it was in the public interest that |

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|          | <p>the press and public be excluded, and they were instructed to withdraw.</p>   |
| <b>7</b> | <p><b>Staff Appointment Process</b></p> <p>The Chair informed that the purpose of the meeting was to review the recruitment process, clarifying that there was no intention to change appointment and the Town Clerk retains delegated authority. The purpose is to ensure transparent approaches in recruitment.</p> <p>The Town Clerk outlined the delegated arrangements of the Town Clerk and Deputy Town Clerk. He outlined the recruitments that have taken place since 2024, highlighting the Principal Officer roles which was created as part of succession planning for the Town Clerk and Deputy Town Clerk. Historically members have been involved in the interviews for these senior positions but no other position. There may have been confusion when councillors were invited to be involved in the recruitment process for the Democratic Services Officer position which was done at the same time as Principal Officer.</p> <p>The Chair asked some questions regarding the recruitment of the Community Engagement Assistant and was satisfied with the answers.</p> <p>Following further discussion.<br/>It was RESOLVED that the Staffing Sub Committee agree:</p> <ul style="list-style-type: none"><li>• That the Chair and Vice Chair of Staffing Sub Committee be involved in the recruitment process for all future appointments.</li></ul> |