

**Minutes of the Extraordinary Full Council Meeting held at 6pm on  
Tuesday 5<sup>th</sup> May 2026 in the Council Chamber, Shaftesbury Town Hall**

**Members Summoned and Present:** Cllrs Edwyn-Jones (Chair), Williams (Vice-Chair) (arrived at 6.01pm), Barratt, Brown, Daultrey, Dibben, Elmendorff, Hollingshead, Loader, Salkeld, Smith and Yeo (arrived at 6.02pm)

**Absent:** Cllrs Budd, Heritage and Philpott

**Officers Present:** Billy Maddock (Interim Town Clerk)

**In Attendance:** Public (0), Press (0)

[Link to agenda](#)

**Public Participation**

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern. The following matters were raised:

- No members of the public were in attendance.

The meeting commenced at 6.00pm

**FC164 Apologies**

Officer report 0526EFC1 was received and it was **RESOLVED** to accept apologies from Cllrs Budd, Heritage and Philpott

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Smith

In Favour      10    Cllrs Edwyn-Jones, Barratt, Brown, Daultrey, Dibben, Elmendorff,  
Hollingshead, Loader, Salkeld and Smith

Against        0

Abstentions    0

**MOTION CARRIED**

**FC165 Declarations of Interest**

Officer report 0526EFC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

Cllr Williams arrived at 6.01pm.

**FC166 To consider entering into confidential session to resolve on the Town Clerk appointment**

Officer report 0526EFC3 was received and it was **RESOLVED** to enter into confidential session.

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Hollingshead

In Favour 11 Cllrs Edwyn-Jones, Williams, Barratt, Brown, Daultrey, Dibben, Elmendorff, Hollingshead, Loader, Salkeld and Smith

Against 0

Abstentions 0

**MOTION CARRIED**

Cllr Yeo arrived at 6.02pm.

It was **RESOLVED** to appoint Matthew Harrison as Town Clerk on SCP 37, giving delegated authority to the Recruiter to allow for flexibility in the starting pay scale going up to SCP 39.

The candidate is expected to undertake the CiICA qualification after six months in the post or as soon as feasible, with assistance from the town council. If the candidate leaves the town council within six months from passing their qualification the cost of the course has to be repaid to the council.

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Loader

In Favour 11 Cllrs Edwyn-Jones, Williams, Barratt, Daultrey, Dibben, Elmendorff, Hollingshead, Loader, Salkeld, Smith and Yeo

Against 0

Abstentions 1 Cllr Brown

**MOTION CARRIED**

If the preferred candidate does not take up the employment offer, the position will be offered to the 2<sup>nd</sup> preferred choice with the same conditions as set out above.

Proposed by Cllr Williams and Seconded by Cllr Loader

In Favour 10 Cllrs Edwyn-Jones, Williams, Barratt, Daultrey, Dibben, Elmendorff, Hollingshead, Loader, Salkeld and Smith

Against 1 Cllr Yeo

Abstentions 1 Cllr Brown

**MOTION CARRIED**

In the event that the preferred candidate and the 2<sup>nd</sup> preferred choice do not accept the position, the position will be offered to the 3<sup>rd</sup> preferred choice with the same conditions as set out above.

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Hollingshead

In Favour 11 Cllrs Edwyn-Jones, Williams, Barratt, Daultrey, Dibben, Elmendorff, Hollingshead, Loader, Salkeld, Smith and Yeo

Against 0

Abstentions 1 Cllr Brown

**MOTION CARRIED**

**Action: Interim Town Clerk**

There being no further business, the meeting was closed at 6.52pm.

These minutes were adopted on 19th May 2026 under minute reference FC4 as a true record of the decisions taken and are duly signed below by the chair of that meeting.