

**ILTON PARISH COUNCIL**  
website – [iltonparishcouncil.gov.uk](http://iltonparishcouncil.gov.uk)

**Minutes of the Extraordinary Meeting of Ilton Parish Council held in Merryfield Hall on  
Wednesday 16 April 2025 at 11am**

**Present:** Cllrs: J Bennett (Chair), J Easterbrook, A Gordon, N Matravers, A Pidgeon, L Pike, I Sherwood, B Vance

Notes taken by Cllr L Pike

**2025/53 Apologies and reasons for absence:** Cllr S Ripley (work commitments)

**2025/54 Declarations of Interest:** There were no declarations of interest at this stage of the meeting.

**2025/55 Items to be dealt with after the public, including the press have been excluded:** Agenda item 5/minute ref: 2025/57 will be held in closed session as the Council will be discussing confidential staffing matters.

**2025/56 Public Participation:** There were no members of the public in attendance.

**COUNCIL RESOLVED TO GO INTO CLOSED SESSION FOR AGENDA ITEM 5/MINUTE REF: 2025/57  
AS THE ITEM RELATES TO CONFIDENTIAL STAFFING MATTERS  
PROPOSED BY IS; SECONDED BY AP. ALL IN FAVOUR**

**2025/57 Parish Clerk recruitment** – to consider and approve the recruitment plan and wording of the job advert, to include salary and hours

Council noted that the Clerk had given in her notice with 10 May 2025 as the leaving date.

Council agreed minor changes to the job advertisement from 2024 – 15 hours per week with salary in line with the budget allocation for 2025/26.

Council agreed to advertise locally on the Parish Council website and Facebook page and via SALC, SLCC and possibly Indeed. The closing date for applications will be 7 May 2025.

**COUNCIL RESOLVED THE RECRUITMENT PLAN AS DETAILED ABOVE  
ALL IN FAVOUR**

The meeting closed at 11.45am

**Date of next meeting:**

**Parish Council Meeting: Tuesday 22 April 2025 at 6.30pm at Merryfield Hall**

Signed .....

Date .....

Initial .....