
Minutes of the Personnel Committee held on Wednesday 14 May 2024, 1.30pm in the Hollies Rear Hall.

Present: Cllr Julie Appleby (JA), Cllr Andy Woodman (AW), Cllr Mervyn Pointer (MP) and Cllr Colin Binfield (CB).

In Attendance: Emily Curtis (Town Clerk). No members of the public.

Absent: None.

- 1. Welcome, Meeting Protocol and Etiquette:**
Cllr CB, Vice Chairman of the Personnel Committee opened the meeting. The Clerk confirmed that she did not wish to record the meeting.
- 2. Election of Chairman:**
It was **resolved** to elect Cllr MP as the Personnel Committee Chairman.
- 3. Election of Vice Chairman:**
It was **resolved** to elect Cllr CB as the Personnel Committee Vice Chairman.
- 4. Apologies for Absence:**
None.
- 5. Declarations of Interest and Requests for Dispensations:** None.
- 6. Minutes of Meeting held on the 30 April 2024:** Minutes approved.
- 7. Exclusion of Public and Press:** It was **resolved** to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 Schedule 12A SS1 & 2.
- 8. Matters Arising:** None.
- 9. To review the candidates for the RFO Vacancy**
After reviewing the interview scoring and the feedback from the interview panel, it was resolved to offer candidate [redacted] the role. **Action:** Clerk.
- 10. Future Agenda Items:** Staff 1-2-1's.
- 11. Next meeting date:** Tuesday 14 May 2024 at 1.30pm if required.

The meeting ended at 14.36pm.