

MABLETHORPE AND SUTTON TOWN COUNCIL
MINUTES OF A MEETING
OF THE PERSONNEL COMMITTEE
Held on 27th September 2022

Present: Cllr P Russell (in the Chair)
Cllrs Ms S Carruthers B Dobbs C Tebbutt
R Watson

Absent: Cllrs A Benjamin

In Attendance: Mrs S Archibald (Deputy Clerk)

Also Present: Cllr S Holland

7. **APOLOGIES FOR ABSENCE**

Apologies for absence with valid reasons given had been received from Cllr A Benjamin.

It was proposed, seconded and

Resolved: That apologies be noted with reasons accepted from Cllr A Benjamin.

8. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 – BEING ANY PECUNIARY INTEREST IN AGENDA ITEMS NOT PREVIOUSLY RECORDED ON MEMBERS’ REGISTER OF INTERESTS**

There were none.

9. **TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETINGS OF THE PERSONNEL COMMITTEE HELD ON 28TH MARCH 2022 AND 5TH SEPTEMBER 2022**

It was proposed, seconded and

Resolved: That the notes of the meetings of the Personnel Committee held on 28th March 2022 and 5th September 2022 be approved as correct records and signed by the Chairman.

10. **TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IN RELATION TO THE FOLLOWING MATTERS:-**

It was proposed, seconded and

Resolved: That the Personnel Committee move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed:

a) To receive update from the Deputy Town Clerk in respect of:

- Administration Assistant vacancy
- Interviews completed

b) To decide upon:

- Appointment of candidate for initial 3 month probationary period

This part of the meeting closed at 10.06 a.m.

Minute arising from confidential item:

11. **ADMINISTRATION ASSISTANT VACANCY**

It was proposed, seconded and

Resolved: That the post of Administration Assistant be offered to Mr W Allis at the starting National Joint Council (NJC) Spinal Column Point (SCP) 4, 37 hours per week (to be agreed locally) for an initial probationary period of three months (subject to receipt of satisfactory references).

The meeting closed at 10.10 a.m.