



Kington Town Council

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Minutes of the Personnel Committee Meeting

held on 16th May 2022
at The Old Police Station, Market Hall Street, Kington

Present

Cllr. E. Banks
Cllr. R. Banks
Cllr. M. Fitton
Cllr. E. Rolls
Cllr. R. Widdowson

In attendance

Liz Kelso - Clerk

Min Ref.	Agenda item	
Per 011-22	1 Election of Chair	After due consideration, Cllr. E. Banks was elected chair of the committee for the forthcoming year
Per 012-22	2 Apologies, declarations of interest and requests for dispensation	Apologies were noted from Cllrs. R. MacCurrach and R. Warne
Per 013-22	3 Election of Vice Chair	After due consideration, Cllr. E. Rolls was elected vice chair of the committee for the forthcoming year.
Per 014-22	4 Minutes of the previous meeting	The Minutes of the meeting held on 9 th March 2022 were confirmed and the Chairman authorised to sign the Minutes as a true record of proceedings at that meeting.
Per 015-22	5 Exclusion of the public	It was agreed that due to the confidential nature of the business of the next two agenda items, that members of the public be excluded from the following two agenda items in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960(3).
Per 016-22	6 Applications for the post of Assistant Town Clerk	Members noted applications received for the post of Assistant Town Clerk but felt that insufficient time had been allowed for those who might be interested in the post to apply. It was therefore agreed to extend the period for applications to be submitted and to extend the marketing of the post to include social media. The suggestion that the post might be marketed

through Hoople in Herefordshire was rejected at this stage but would be considered further if appropriate at a later date. The Clerk was instructed to write to existing applicants accordingly.

In the meantime it was agreed to consider the appointment of a temporary admin assistant to help with the administration of the shop front grant scheme in particular in recognition of the substantial additional work that the grant funded projects have generated.

Pers 017-22

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Town Clerk's role

It was agreed that the Clerk's appraisal should be scheduled for 11th July. The appraisal panel would be Cllrs. E. Banks, R. Banks and R. Widdowson

Per 018-22

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Date and time of next meeting

It was agreed that the next meeting will take place on Monday 13th June 2022 at 5.00pm in the Old Police Station.

Chair

Date: _____