

# Kington Town Council

Web Site: [www.kingtontowncouncil.gov.uk](http://www.kingtontowncouncil.gov.uk)

Email: [clerk@kingtontowncouncil.gov.uk](mailto:clerk@kingtontowncouncil.gov.uk)

## Minutes of the Personnel Committee Meeting

held on 18<sup>th</sup> July 2022

at The Old Police Station, Market Hall Street, Kington

### Present

Cllr. E. Banks  
Cllr. D. Redmayne  
Cllr. E. Rolls  
Cllr. R. Warne

### In attendance

Liz Kelso - Clerk

Min Ref.	Agenda item	
Per 025-22	1	<b>Apologies, declarations of interest and requests for dispensation</b> Apologies were noted from Cllrs. R. Banks, R. MacCurrach. B. Macleod-Needs and R. Widdowson
Per 026-22	2	<b>Minutes of the previous meeting</b> The Minutes of the meeting held on 13 <sup>th</sup> June 2022 were confirmed and the Chairman authorised to sign the Minutes as a true record of proceedings at that meeting.
Per 027-22	3	<b>Exclusion of the public</b> It was agreed that due to the confidential nature of the business of the next agenda item, that members of the public be excluded from the following agenda item in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960(3).
Per 028-22	8	<b>Assistant Town Clerk</b> Members noted that interviews for the post of Assistant Town Clerk had taken place on Monday 11 <sup>th</sup> July and consisted of a two part practical test followed by an interview. Three of the four shortlisted candidates had attended; the fourth having not responded to the invitation to the interview. After due consideration it was agreed to accept the interview panel recommendation that Ruth Robinson be offered the post, subject to suitable references and subject to a 13 week probation period. It was noted that the successful candidate is required to give notice to her current employers and is unlikely to be able to start until September. Full Council will be asked to confirm the appointment at the end of the probation period.

The Clerk will advise the successful candidate and unsuccessful candidates accordingly.

**6 Date and time of next meeting**

The date and time of the next meeting will be confirmed.

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Chair

Date: \_\_\_\_\_