

# Bardney Group Parish Council

## Personnel & Review Committee Minutes - 9 September 2020

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### Personnel and Review committee meeting

Notes from the meeting which commenced at 2pm, Thursday 9th September 2020, held at Bardney fire Station, Alma Martin Way, Bardney.

Attendees;

Cllr Charles Shaw.

Cllr Malcolm Speed

Cllr Peter Waddington

Cllr Mary Corbould

Anna Lawson - Clerk to BGPC.

### 1. P&R2021/22 To elect a Chairman. Cllr Charles Shaw was elected as Chairman

**PROPOSED** Cllr Waddington, **SECONDED** Cllr Speed and was voted **UNANIMOUSLY**

**2- P&R2021/22 Apologies for Absence.** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

None received

**3- P&R2021/22 To receive declarations of interest under the Localism Act 2011** – being any pecuniary interest in agenda items not previously recorded on Member’s Register of Interests.

None received

**4- P&R2021/22 To approve as a correct record the notes of the meeting held on 24th June 2020.** To authorise the Chair to sign the official minutes.

**PROPOSED** Cllr Speed, **SECONDED** Cllr Shaw and was voted **UNANIMOUSLY**

**5- P&R2021/22 Resolution to consider excluding the public & press for the following items due to the confidential nature of the business:**

### 6- P&R2021/22 To consider applications for the Admin Assistant position

Applications for the Administrative Assistant position were considered with five being selected for interview.

It was also considered whether more hours were required for the role. However this would need to be costed and then presented to full council for further consideration.

**7- P&R2021/22 To confirm dates for interviews** Proposed Tuesday 5th October starting 5.30. Venue to be confirmed.

**8- P&R2021/22 Confirm date of next parish council meeting** - Thursday 25th November 2021

**Meeting finished 3.19pm**

