



Minutes of the Hilton Parish Council Staffing Committee on Tuesday 14th June 2022 at 19:30 in Hilton Methodist Church

Present: Cllr P. Balicki (Chairman), Cllr K. Dunk, Cllr N. Sage

In attendance: The Clerk (N. Webster)

Meeting commenced 19:41

1. To elect a chair

It was **RESOLVED** that Cllr E. McCarthy was elected as Chairman of the Staffing Committee. It was **RESOLVED** that Cllr P. Balicki is elected as Chairman for the purposes of this meeting.

2. To receive any apologies for absence and any declarations of interest

Apologies were received from Cllr E. McCarthy (illness) and Cllr C. Sarkies (prior engagement).

There were no declarations of interest.

It was **RESOLVED** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at this meeting it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting.

3. To review the terms of reference of the Staffing Committee

It was **RESOLVED** that the Staffing Committee approves its terms of reference.

4. To review the Clerk’s appraisal objectives, contract of employment and job description

It was **RESOLVED** that there are no changes to the Clerk’s contract of employment and job description.

It was **RESOLVED** that Cllr E. McCarthy and Cllr K. Dunk are appointed as the appraisal panel for this year.

It was **RESOLVED** that the appraisal panel will meet with the Clerk in September to review the Clerk’s appraisal objectives.

There being no further business to transact the meeting was closed at 19:46.

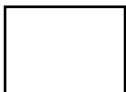
Signed.....Date.....

Initials

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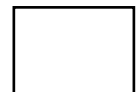
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