



Howden Town Council

Minutes of the Personnel and Grievance Committee meeting held Friday February 11th 2022 at 4pm at the Shire Hall.

Present: Councillor Patrick, Hart, Blee

Chair: Councillor Patrick

Clerk: S Hardcastle

2022-09-PG: Apologies for absence – to receive and accept.

Apologies were received from Councillor Drury. Accepted.

2022-10-PG: Declaration of Interest –

2022-10.1-PG Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.

None

2022-10.2-PG For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None

2022-11-PG: Minutes of the meeting held Tuesday February 2nd 2022 – to agree and approve as a true record.

The minutes of the meeting held Tuesday February 2nd 2022 were approved as a true record.

2022-12-PG: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to exclude members of the public and press due to the confidential nature of the following agenda item.

Motion passed.

2022-13-PG: Recruitment Town Centre/Events Officer. To make final decision on recruitment following recommendations of the interview panel. To agree offer letter to be drafted if suitable candidate identified and satisfactory references received. To agree Councillor Patrick to sign offer letter.

The Committee agreed on a suitable candidate for the role after interviews the same afternoon. References to be chased up by the Clerk, and offer letter and contract drafted. Agreed Councillor Patrick to sign offer letter.

2022-14-PG: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to allow members of the public and press.

Motion passed.

2022-15-PG: Date of Next Meeting: TBC.

The meeting closed at 4.45pm.