

RAUNDS TOWN COUNCIL**PERSONNEL COMMITTEE**

Minutes: 6th April 2021: Start Time 19:00

PRESENT

Cllr B Tirebuck (Chair), Cllr H Howell (arrived at 19:20), Cllr D Hughes, Cllr S Hughes, and Cllr R Beattie, Cllr L Wilkes (arrived at 19:20).

IN ATTENDANCE

Ms Nina L. Villa, Interim Town Clerk, Minutes

663.20 To receive apologies for absence.

NONE RECEIVED

664.20 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.

NONE RECEIVED

665.20 Notification of members questions in compliance with the council's standing orders.

NONE RECEIVED

666.20 Declarations of Interest.

COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND LEAVE THE MEETING FOR THAT ITEM

NONE RECEIVED

667.20 Minutes confirm the minutes of the Extraordinary Personnel Committee meeting held 18 February 2021.

RESOLVED that the minutes of the meeting held on 18 February 2021 be confirmed as a true record

668.20 Recruitment Update: To consider a report on the recruitment of a new Town Clerk

The Committee received a report on the outcome of the recruitment process for a new Town Clerk and some recommendations on how to approach the readvertising the post to attract a wider pool of applicants.

RESOLVED to recommend to the Full Council that:

- a) The Council approve the proposal to commence recruitment of a replacement Town Clerk as soon as possible, utilising the same process as previously agreed

- b) The Council approve the proposal to rename the role 'Town Clerk and Chief Executive Officer'
- c) The Council approve the salary for the role as (LC3 37 – 41 £40,876 - £44,836) which is the substantive salary for the role
- d) The Council approve the recommendation to advertise with Public Law Jobs

669.20 Furlough: To consider delegating authority to the Town Clerk to continue to use the furlough scheme as required as services reopen

RESOLVED that the Town Clerk is given delegated authority to continue to use the furlough scheme as required.

There being no further business the meeting concluded at 19:45

Approved: (Town Mayor)

Meeting date:26 April 2021(Council)

Confirmed: (Chairman)

Meeting date:Committee)