



MINUTES of the HR Committee meeting held on Thursday 23rd March 2023 at 2.45 pm in the Council Office, Caistor Road, Market Rasen

Present: Councillor J. Pilley (Chairman) Cllr C. Turner (Vice-Chairman), and Cllr J Smith substituting for Cllr N. Taylor.

Prior to the start of the meeting members were allowed time to read the confidential documents / applications to be considered at this meeting.

The Chairman took the minutes.

1. **Chairman's opening remarks.**
The Chairman welcomed all present to the meeting.
2. **To RESOLVE to approve and accept apologies for absence and reasons given.**
Cllr N. Taylor's apologies were approved and the reason for absence accepted.
3. **To receive any declarations of interest in accordance with the requirements of the localism Act 2011 and to consider any applications for dispensations in relation to Disclosable Pecuniary Interests.**
None.
4. **To RESOLVE to approve the draft minutes of the previous meeting, held 7th March 2023, as a correct record.**

It was **RESOLVED** to approve the draft minutes of the previous meeting held, 7th March 2023, as a correct record.

In addition, Members received a verbal report via the Chairman from the Community Manager in respect of the Cleaner's annual appraisal. This had been delayed due to sickness. It was **NOTED** that a slight change would be required to the Cleaner's contract of employment which would be agreed and resolved at the next available meeting.

5. **To resolve that under the public bodies (admission to meetings) act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

The above **RESOLUTION** was passed.

To consider applications received for the vacant post of Clerk / RFO and to **RESOLVE any action necessary as follows:**

Members noted the applications received up to the closing date and considered each of these in detail in line with the Job Description and Person Specification published for the post.

- a) It was agreed and **RESOLVED** not to offer an interview to any of the applicants and
- b) It was agreed and **RESOLVED** that as none of the applicants met the specified criteria, the vacancy be re-advertised as soon as possible with additional advertising platforms being identified in order to achieve a larger audience for this vacancy.

The meeting closed at 3.36 p.m.