



You are summoned to attend a meeting of
Kirton in Lindsey Town Council Personnel and Disciplinary Committee to be held on
Monday 29th June 2020
Proceedings will be held virtually via PowWowNow commencing at 2pm
The Agenda is set out below.
Members of the public and press are welcome to attend.*
Neil Taylor-Matson Town Clerk, 23rd June 2020

* PLEASE NOTE: 1. THE MEETING WILL BE ACCESSIBLE VIRTUALLY VIA POWWOWNOW
For access details please contact enquiries@kirtoninlindseytowncouncil.gov.uk
* 2. ITEM 2006/03 ON THE AGENDA IS TO AGREE TO EXCLUDE THE PUBLIC AND PRESS

Public Participation:

Members of the public may raise subjects, which they wish to bring to the attention of the Town Council. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Members of the public should note that decisions cannot be made at this meeting on items not on the agenda and that no discussion can be entered into once the meeting has commenced, unless the meeting is suspended by the Chair.

AGENDA

- PD2006/01 Apologies
To receive apologies for absence.
- PD2006/02 Declaration of Interests / Dispensations
a. 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. **Members declaring interests should identify the Agenda item and the type of interest being declared.**
COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS.
b. For the Council to note any dispensations presented to the Clerk prior to the Meeting and their resolution.
- PD2006/03 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
The Chairman will move that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, in that it is of a sensitive nature.
- PD2006/04 Minutes of the Previous Meeting
To approve the minutes of the Personnel & Disciplinary Committee Meeting held on Tuesday 30th December 2019 (*received 22/01/2020*).
- PD2006/05 Workload and training review
To consider the Town Clerk's roles and overall workload and agreeing any actions required.
- PD2006/06 Town Council Staff
To receive and consider applications received for the advertised role of Assistant Clerk, agreeing next steps and actions required.
- PD2006/07 Agenda for next and future meetings
To take note of any items Councillors wish to place on the agenda for the next or future meetings.
- PD2006/08 Date of next meeting
To confirm the date and time of the next P&D Committee meeting.