

**Minutes of the Kirton in Lindsey Town Council
Personnel and Disciplinary Committee Meeting
held in the Heritage Room, Town Hall, High Street, Kirton in Lindsey,
on Tuesday 23rd January 2018 at 11.00am.**

Members Present: Cllr Paul Kelly (Chair), Cllr Maggie Davies, Cllr Pat Frankish, Cllr Sam Layzell
Also present: Madeleine Goudie, Town Clerk; Neil Taylor-Matson, Assistant Clerk

Public Participation:

No members of the public were present.

MINUTES

- PD 1801 2/01 Apologies
No apologies were received.
- PD 1801 2/02 Declaration of Interests / Dispensations
There were no Declarations of Interests reported and no dispensations sought/granted.
- PD 1801 2/03 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
The committee considered the exclusion on the public and press due to the confidential nature of the items to be discussed.
RESOLUTION: *That the public and press be excluded.*
- PD 1801 2/04 Minutes of the Previous Meeting
The Committee considered the minutes of the Personnel & Disciplinary Committee Meeting held on Tuesday 16th January, 2018
RESOLUTION: *With the addition of a further Resolution to 1801/09 the Minutes be signed as a true and accurate record.*
- PD 1801 2/05 Kirton in Lindsey Town Council Clerk
The Committee discussed all current matters relating to the Kirton in Lindsey Town Council Clerk.
RESOLUTION: *That the post will be advertised in the Town Council noticeboards commencing 25/01/2018, pending approval of Full Council.*
ACTION: Chair/Clerk
RESOLUTION: *That a full job evaluation of the role is undertaken over the next six months.*
ACTION: Chair

Next Meeting:

The Committee agreed the date and time of the next Personnel and Disciplinary Meeting as (subject to any change in circumstances):
Tuesday 20th February 2018 at 11am, in the Heritage Room, Town Hall, High Street, Kirton in Lindsey.

Signed:

Dated: