



Minutes of a meeting of the Personnel Committee held on 16 March 2022 in the Council Chamber, town Hall, East Street, Wareham at 2.30 pm.

Councillors Present: Councillors D Budd (Chairman), K Critchley, Z Gover, K Green, L Kirk, M Russell and C Turner (Vice Chairman)

Officer Present: K Noble – Acting Town Clerk

387. Apologies for absence

There were no apologies for absence.

388. Declarations of Interest

There were no declarations of interest.

389. Confirmation of the minutes of the Personnel Committee meeting

The minutes of the last meeting of the Personnel Committee held on 8 March 2022 were presented by the Chairman.

Resolved that the minutes be accepted as a correct record and signed by the Chairman, subject to changing the date to 2021 in item 384.

390. Matters arising from the minutes of the previous meeting

There were no matters arising.

391. Items considered urgent by the Chairman for report of agenda item for the next meeting.

There were no matters of urgency.

392. Date of the next meeting

To note date of next meeting: **5 April 2022 at 10.30 am.**

393. Confidential session

Resolved: *That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted*

394. Recruitment of Town Clerk and Responsible Finance Officer

Resolved that the updated and agreed job description, person specification, application form and advert are approved and that the position is advertised through DAPTC and SLCC at a cost of £347 + VAT. The advert would also be posted on the Council's website, noticeboards and if permitted, on the Dorset Council and BCP websites.

Chairman Date