

**MINUTES OF THE STAFFING COMMITTEE MEETING  
HELD ON 18<sup>th</sup> NOVEMBER 2021.  
AT THE TOWN COUNCIL OFFICES AT 7 30PM.**

Present: Cllr S Jamieson (Chairman) R Coleman, D Gair & S Hill.

Also, in attendance – Mrs Carol Mobbs – Town Clerk.

**1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE.**

Apologies were received from Cllr P Beadle, V Cooper, T Hirons & D Jones, and they were accepted.

**2. TO RECEIVE ANY DECLARATIONS OF INTEREST AND TO CONSIDER REQUESTS FOR DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A DISCLOSABLE PECUNIARY INTEREST.**

None were received.

**3. UPDATE FROM BOTH THE CHAIRMAN AND TOWN CLERK ON STAFFING MATTERS.**

The Chairman of the Staffing Committee and the Town Clerk did a verbal update in respect of Staffing matters which is contained in the attached tabled report.

**4. APRAISALS.**

It was agreed to defer the appraisals until February 2022 to include the majority of the employees plus it would include the 3 new employees for their 3-month probationary appraisal.

**DATE OF NEXT MEETING.**

The date of the next Staffing Committee meeting is Thursday 20<sup>th</sup> January 2022 at 7:30pm

The meeting closed at 8 27 pm.

SIGNED .....

DATED.....