MINUTES OF THE PERSONNEL COMMITTEE MEETING OF EASTLEIGH TOWN COUNCIL HELD ON WEDNESDAY 8TH MARCH 2023 AT 6PM AT CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH, SO50 9QE

Those present: Cllr K O'Neill (Chair), Cllr W Irish (Vice Chair), Cllr B Dedhia, Cllr M Ashton (non committee members, Cllrs T Campbell, Cllr E Marks, Cllr M Ashton, Cllr G Richardson, Cllr A Clifton)

In Attendance: Mrs T Predeth, Clerk

07/23 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

08/23 **INTERESTS AND DISPENSATIONS**

There were no interests or dispensations received.

09/23 **MINUTES OF PREVIOUS MEETING**

It was resolved that the minutes of the meeting held 10 August 2022 were a true record of the meeting.

010/23 **PUBLIC PARTICIPATION**

There were no members of the public present or questions raised in advance of the meeting.

011/23 **EXCLUSION OF PRESS AND PUBLIC**

It was resolved that the Press and Public be excluded on the following items of business due to the Confidential nature of the business to be transacted.

The Town Clerk left the room.

012/23 **FUTURE STAFFING**

Members received an update on the Assistant Clerk appointment.

RESOLVED: To ask the clerk for a copy of her current contract of employment

To make sure that the assistant is on board before advertising for a permanent Town Clerk

That the interim Town Clerk and Cllr Kathy O'Neill draw up an advert for position of Town Clerk and a draft be emailed to all members.

013/23 **DATE OF NEXT MEETING**

The date of the next meeting is to be confirmed.

Meeting closed at 18.30 pm