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PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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Minutes of a confidential Extraordinary Meeting held at 7pm, July 6 2022 held online via Microsoft Teams

This meeting was closed to the press and public under the Public Bodies (Admission to Meetings) Act 1960 since it deals with a confidential staffing matter.

PRESENT: Councillors Gary Dixon, Sandie Rosser, Sara Pickard, Karen Thomas, Jena Quilter, Ian Jones

In attendance: Helena Fox, Clerk

1. **To receive apologies for absence:** Cllrs McGrath and Sherwood
2. **To receive any declarations of interest:** There were none.
3. **To consider and decide on the recruitment of a new Clerk / Responsible Financial Officer to PCC and Deputy Clerk:** Interviews following a controlled standard format took place at the PCC office on July 5 2022 carried out by Cllr Dixon, the Clerk, and One Voice Wales. The interview panel made the following recommendations to the meeting: It was **RESOLVED**
 - 3.1. That Stephanie Todd be offered the post of part-time Deputy Clerk to PCC at a starting salary at the start of the salary range subject to references and a commitment to undertake FiLCA and CiLCA in due course with PCC covering fees and study time with a salary increase on completion of CiLCA.
 - 3.2. PCC will consider readvertising for a Clerk in September.

Date of the next meeting: July 18 2022 online via Microsoft Teams 6:30pm

The meeting closed at 19:33

Signed by digital signature

Dated July 18 2022