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PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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Minutes of a confidential Extraordinary Meeting held at 6:30pm, August 31 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: Councillors Gary Dixon, Mike Sherwood, Stuart Thomas, Sandie Rosser, Sara Pickard, Ian Jones, Jena Quilter, Yvonne Krip

In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** Cllr K Thomas, L McGrath, J Yarrow, G Downs
- 2. To receive any declarations of interest:** There were none.
- 3. To consider and decide on the recruitment of new Clerk / Responsible Financial Officer to PCC:**
Interviews for both posts following a controlled standard format took place at the PCC office on August 22 and August 31 2022, carried out by Cllr Dixon, Cllr Quilter, the Clerk, and One Voice Wales. The interview panel made recommendations to the meeting and it was **RESOLVED:**
 1. That Adrian Isaacs be offered the post of part-time Clerk/RFO to PCC subject to references and a commitment to necessary training.
 2. That the contract offered be on the standards terms of two extra days leave per year and will not include the four extra days leave for existing PCC staff. The votes on this were: 4 in favour of the standard terms; 4 against. Cllr Dixon used his casting vote in favour of the standard terms.
 3. Arrangements will be made with a locum as per the meeting held August 22 to cover any time gap between the current Clerk retiring and the new Clerk starting.
 4. Recruitment of the Deputy Clerk will be left until the new Clerk is in post.

The meeting closed at 19:10.

Signed by digital signature

Dated September 19 2022