

LYMM PARISH COUNCIL



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MINUTES OF THE STAFFING COMMITTEE held on 16th March 2023 at 6pm in the Village Hall, Pepper Street, Lymm WA13 0JB

In Attendance:

- * Cllr B Barr
- * Cllr I Marks (Chairman)
- * Cllr K Rurlander
- * Cllr S Sharma

Also in attendance: Kerry Duffin (Clerk)

In Councillor Barr's absence, Cllr Marks was voted as Chairman.

15. Welcome, Introductions and Housekeeping

The meeting opened at 6pm.

16. Apologies

Councillor Barr sent apologies.

17. Code of Conduct – Declaration of Interests

Members were reminded of their responsibility to declare any personal interest or prejudicial interest that they may have in any item of business on the agenda no later than when the item is reached.

18. Public Open Forum

No members of public were in attendance.

19. Approval of previous meeting's minutes

The minutes from 28th February 2023 were **RESOLVED** as an accurate record and signed by the Chairman.

20. Review of previous meeting's actions

All actions were complete.

21. Staff Recruitment

RESOLVED: The Job Description and Person Specification were approved for advertising. The wording on the application form, advert and interview questions were also agreed. The job will be advertised on the website, social media and local noticeboards.

22. Next Meeting Date

2nd May 2023 at 4.15pm.