

PD 1802/07

Training

The Committee received an update on training and training needs and agreed any actions required.

RESOLUTION: *That a place is reserved on the ERNLLCA Councillors Financial Responsibilities course for the Clerk and that the matter is taken to Full Council for consideration of a bespoke course for Kirton in Lindsey Town Council.*

ACTION: Assistant Clerk

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Agenda for next and future meetings

The Committee considered items to place on the agenda for next or future meetings.

RESOLUTION: *Review of Pensions and Job Description. Clerk to forward the current job descriptions for Town Clerk, Responsible Financial Officer and Burial Clerk to members of the Committee.*

ACTION: Assistant Clerk

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Next Meeting

The Committee agreed the date and time of the next Personnel and Disciplinary Committee Meeting remains to be confirmed due to requirement.

Signed:

Dated: