

**Minutes of the Kirton in Lindsey Town Council
Personnel and Disciplinary Committee Meeting
held at the Town Hall, High Street, Kirton in Lindsey,
on Tuesday 14th March 2017 at 11.30am.**

Present: Cllr Pat Frankish (Chair), Cllr Maggie Davies, Cllr Sam Layzell

Public Participation:

No members of the public were present.

- PD 1703/01 Apologies for absence
No apologies for absence were received.
- PD 1703/02 Declaration of Interests / Dispensations
There were no Declarations of Interests reported and no dispensations sought/granted.
- PD 1703/03 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
The committee considered the exclusion on the public and press due to the confidential nature of the items to be discussed.
RESOLUTION: *That the public and press be excluded.*
- PD 1703/04 Minutes
The Committee considered the minutes of the Personnel & Disciplinary Committee Meeting held on Tuesday 10th January, 2017
RESOLUTION: *That the Minutes be signed as a true and accurate record.*
- PD 1703/05 Assistant Clerk Appointment
The Committee considered all matters relating to the appointment of an Assistant Clerk to include Contract, Job Description and any other associated items.
RESOLUTION: *That Neil Taylor-Matson was appointed as Assistant Clerk (unpaid until 29/1/18) as per Contract/Job description.*