

**Minutes of the Kirton in Lindsey Town Council  
Personnel and Disciplinary Committee Meeting  
held at Council Offices, 84a South Cliff Rd, Kirton in Lindsey,  
on Wednesday 10<sup>th</sup> January 2017 at 12.30pm.**

**Present:** Cllr P. Frankish (Chair), Cllr M. Davies, Cllr S. Layzell

**Public Participation:**

No members of the public nor press were present.

- PD 1701/01      Apologies for absence  
No apologies for absence were received.
- PD 1701/02      Declaration of Interests / Dispensations  
There were no Declarations of Interests reported and no dispensations sought/granted.
- PD 1701/03      PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960  
The Chairman will move that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, in that it is of a sensitive nature.  
**RESOLUTION: *That the public and press be excluded.***
- PD 1701/04      The Committee considered the minutes of the Personnel & Disciplinary Committee Meeting held on Tuesday 23<sup>rd</sup> November, 2016  
**RESOLUTION: *That the Minutes be signed as a true and accurate record.***
- PD 1701/05      To agree to advertise, interview and appoint, as necessary, for a Town Clerk and an Assistant Town Clerk and to approve terms and conditions of contract.  
**RESOLUTION: *That Madeleine Goudie be appointed as Town Clerk from 11<sup>th</sup> January, 2017 (T&C's of Contract etc. in Personnel file)***  
**ACTION: TOWN CLERK**  
**RESOLUTION: *To advertise for an Assistant Town Clerk for 10 hours per week. Interviews to commence in March 2017.***  
**ACTION: TOWN CLERK**