

City of Durham Parish Council

Minutes of the Personnel Committee meeting held at 10:00am on Tuesday 19th June 2018 in Liberal Democrat Group Room, County Hall, Durham DH1 5UF.

Present: Cllr E Scott (Chair), Cllr R Cornwell, Cllr D Freeman, Cllr G Holland and Cllr C Reeves

Also present: Steve Ragg (Interim Clerk)

1. Welcome and apologies for absence

No apologies were received.

2. Public Participation

None received

3. Declaration of any interests in the following items.

None received

4. Arrangements for the Recruitment of clerk

Members discussed the arrangements necessary to start the recruitment and appointment process for the employment of the clerk to the council. It was agreed that the Parish Council use the services of DCC's HR to provide the necessary advice for this process. It was agreed to follow and adopt the National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales 2004 produced by the National Association of Local Councils and the Society of Local Council Clerks.

There being no further business, the Chair thanked Members for their attendance and closed the meeting.

Signed,

A handwritten signature in black ink that reads "E. Scott". The signature is written in a cursive style with a large initial 'E'.

Chair of the City of Durham Parish Council Personnel Committee.