

# **CITY OF DURHAM PARISH COUNCIL**

**Minutes of a meeting of the Personnel Committee held on Tuesday 11<sup>th</sup> June 2019 at 10:30am in Office 2, Clayport Library. Durham. DH1 1WA**

Present: Councillors E Scott, D Freeman and G Holland

## **1. ELECTION OF CHAIR**

Cllr G Holland proposed Cllr E Scott as Chair of the Personnel Committee; this was seconded by Cllr D Freeman. Cllr E Scott assumed the role of Chair.

## **2. ELECTION OF VICE-CHAIR**

Cllr G Holland proposed Cllr D Freeman as Vice-Chair of the Personnel Committee; this was seconded by Cllr E Scott. Cllr D Freeman assumed the role of Vice-Chair.

## **3. TO RECEIVE ANY APOLOGIES FOR ABSENCE**

Apologies were received from Cllr R Cornwell

## **4. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS**

None received

## **5. PUBLIC PARTICIPATION**

None received

## **6. TO APPROVE THE MINUTES OF THE LAST PERSONNEL COMMITTEE, HELD ON 19TH JUNE 2018**

The Minutes of the Personnel Committee meeting held on 19th June 2018 were accepted as a true and accurate record of proceedings.

*Due to the confidential nature of the following items, in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and the public were excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the LGA 1972 Act and section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. At this point in time the press and the public were asked to leave the room.*

## **7. STAFFING REVIEW FOLLOWING COMPLETION OF 6-MONTH PROBATIONARY PERIOD**

Members agreed that the Clerk had passed his 6-month probation period. Members agreed that the Clerk's contribution was appreciated enormously by the Council and that he had far exceeded expectations as the Clerk. Councillors were delighted to welcome the Clerk into a permanent role with the City of Durham Parish Council. It was agreed that a recommendation should go to Full Council in June to make the role of the Clerk a full-time position.

It was also agreed that a recommendation should go to the Finance Committee to have a training budget agreed to support the Clerk and Members' training.

Signed,



**Chair of the City of Durham Parish Council Personnel Committee**