



BRIDLINGTON TOWN COUNCIL
Minutes of the Staffing Committee held at Town Council Offices,
2A Marshall Avenue, Bridlington on 27th April 2022

A hybrid meeting was held. Councillors Finlay (Chairman), Foster, Holmes, C Marsburg & Walker physically attended the meeting. There was no remote attendance. The Acting Town Clerk took the minutes.

45.21 Chairman's Welcome:

The Councillor Finlay welcomed everyone to the meeting and informed about the requirements of recording the meeting and the disclaimer for the Town Council for third party video conferencing platforms.

46.21 Apologies for Absence:

RESOLVED: All Councillors were present.

47.21 Declarations of Interest:

- a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

RESOLVED: *Cllr A Walker declared a non-pecuniary interest in item 7 on the agenda as he knows a number of the applicants.*

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

RESOLVED: *Dispensations were given to Cllr A Walker on all but one of the applicants who had a closer connection than the others.*

48.21 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with Interests:

RESOLVED: *There were none.*

49.21 To receive an update on holidays:

RESOLVED: *The Committee noted the figures and resolved to advise all staff that they should actively endeavour to take their holiday entitlement. Holiday forms will be reviewed again in December 2022. All holiday carried forward from previous years is to be used by the end of this leave year which is 31st March 2023.*

50.21 To consider setting appraisal dates for staff:

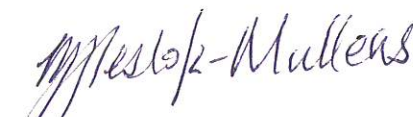
RESOLVED: *The Staffing Committee approved the Staff Appraisals to be set for 9th May 2022.*

51.21 To consider the applications and set interview process for the role of Deputy Town Clerk:

RESOLVED: *The Staffing Committee resolved the following regarding:*

- i. The candidates for interview were selected.*
- ii. The date for interview was set.*
- iii. The interview panel & questions were selected.*

Signed:


Mayor of Bridlington

Date:

18th May 2022