



EASTWOOD TOWN COUNCIL
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MINUTES OF THE PERSONNEL COMMITTEE MEETING
Tuesday 27th August 2024

Held at Eastwood Council Chamber commencing at 7.00 p.m.

Present: Councillors Mrs. J. Foxhall (Chairman), Mrs. K. Boam, M. Bullock, R. Bullock and K. Woodhead.
Mrs L. Grand-Scrutton and Mrs. A Ryan.

Also Present: E. Henshaw – Civic Officer & Allotments Administrator

PC2025/01 Apologies received - None

PC2025/02 Declaration of Members Interests –

- Councillor Mrs. Lesley Grand – Scrutton (Secretary, Trustee and Volunteer for several local groups)
Personal Interest – will remain in the Meeting
- Councillor Mrs. Kathryn Boam (Business Owner in town)
Personal Interest – will remain in the Meeting

PC2025/03 Personnel Committee Meeting Minutes 1st July 2024 – Approved

Proposed – Mrs Kathryn Boam

Seconded – Mr. Ken Woodhead

All in favour (Abstained – Mrs Janine Foxhall)

PC2025/04 Exclusion of the Press and Public

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.

PC2025/05 Staff Matters

10x Applications for the Assistant Caretaker considered.

Short listed to 3x Applications.

PC2025/06 Arrangements for interview Process Monday 2nd September 2024 from 6.30pm

Mrs Janine Foxhall, Mrs Kathryn Boam and the Town Clerk will conduct the Interviews
(Mrs. Anne Ryan – substitute)

Applicant 4 will be interviewed at 6.30pm

Applicant 9 will be interviewed at 7.00pm

Applicant 10 will be interviewed at 7.30pm.

PC2025/07 Date of Next Meeting

The date for the next Eastwood Town Council Meeting is January 2025

– *to carry out the successful applicants 3 month probationary period Appraisal*

The Chairman closed the meeting at 7.46 p.m.