

ST NEOTS TOWN COUNCIL
MINUTES OF THE MEETING
OF THE PERSONNEL COMMITTEE
HELD ON 1 September 2011

PRESENT: Cllr R Harrison
Cllr Mrs A Ruck
Cllr N Weston
Cllr C Duck

Cllr P Ursell was not present.

1. **Apologies for Absence**

Apologies for absence were received from Cllr B Chapman.

2. **Election of Vice-Chairman**

Cllr Mrs A Ruck was elected Vice-Chairman.

3. **Declarations of Interest**

No declarations of interest were received.

4. **Minutes**

The Minutes of the meeting held on 2 June 2011 were **APPROVED**.

5. **Staffing Establishment**

Members **RESOLVED to RECOMMEND** to full Council

that the combined Responsible Finance Officer/Deputy Town Clerk post be formalised and that a Town Centre/Development Manager be employed.

Members **RESOLVED to RECOMMEND** to full Council

the employment of one apprentice, with the possibility of employing a second next year should the scheme prove successful.

6. **Clerk's Report on Matters Outstanding**

The Acting Town Clerk gave an update report to Members.

The meeting closed at 9.10pm.

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CHAIRMAN
01.09.2011