



HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR
Tel: 01622 892496 Email: clerk@headcornpc.org.uk

Minutes of the Staffing Committee Meeting held on Wednesday 31st May, 2017 at 6.30pm in the Village Hall (Parish Office), Headcorn.

Those present: Cllr James, Cllr Dungey, Cllr Walker and Cllr Pyman

Clerk: Caroline Carmichael

No parishioners present.

1. Election of Chair

The committee were asked for nominations for Chair. Cllr Caroline James was proposed by Cllr Dungey and seconded by Cllr Pyman. There were no other nominations and Cllr James was duly elected.

2. Election of Vice Chair

The committee were asked for nominations for Vice Chair. Cllr Chris Walker was proposed by Cllr Pyman and seconded by Cllr Dungey. There were no other nominations and Cllr Walker was duly elected.

3. Apologies for absence were received and accepted from Cllr Selby and Cllr D'Urso.

To seek notification on whether anyone intends to film, photograph or record any items of this meeting There were none.

Declaration of Changes to the Register of Interests There were none recorded.

Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the Agenda There were none recorded.

Requests for Dispensations There were none recorded.

Declarations of Lobbying There were none recorded.

4. Public Session – Minute book closed.

5. The minutes of the meeting held on Monday, 27th March 2017 were approved and signed by the Chairman

6. Matters arising

The Clerk confirmed the purchase of a retirement gift for the Lengthsman



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7. To approve the appointment of an assistant lengthsman

The Chair confirmed that interviews had been completed with all applicants. Both candidates were of a high standard and the choice of candidate came down to the relevance of his previous experience.

References had been received for this candidate and were also of a high standard.

The Chair asked the committee to approve appointment of this individual with a view to him starting as soon as possible so as to have some overlap with Alan Hodge before his retirement on 16th June. This was unanimously supported by the committee.

The Clerk will advise all candidates accordingly and arrange for successful candidate to receive necessary paper work and equipment.

8. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the next meeting.

There were no matters to discuss

There being no further matters for discussion the meeting was closed at 6:43pm

Approved:

A handwritten signature in cursive script, appearing to read 'C. M. James'.

Date:

A handwritten date '26/2/18' in cursive script.