



Meeting (No) **HR SUB-COMMITTEE (4)**
Time & Date **10am on 14th January 2021**
Place **Remote meeting via Zoom**
Document **Minutes**

Present: Cllrs Hinks, Hudspeth, Kynaston, Warner and Wastell and A Kunaj, Council Manager.

PART 1: Items considered in the presence of the press and public

31 Questions and comments from residents: None.

32 Apologies for absence: None.

33 Declarations of interest

Cllr Kynaston declared a non-pecuniary interest in the recruitment of the Market Officer position as she knows in a personal capacity the Senior Market and Support Co-ordinator and her husband who is the council's acting Senior Market Officer employed via a local agency. For this reason Cllr Kynaston expressed that she did not wish to sit on the recruitment panel for interview.

34 Minutes of the last meeting

Resolved to approve the minutes of the last HR Sub-committee meeting 10.11.20.

The minutes will be signed at the next face-to-face HR Sub-committee meeting when this is held.

35 Recruitment of Market Officer

- 1 The committee considered that a zoom interview would be preferred. Help and assistance with zoom will be offered to applicants should they need it.

Resolved to provide delegated authority to the Council Manager in liaison with the interview panel to make arrangements and conduct Market Officer interviews and make recommendation to Council for the appointment of a named person as NTC's Market Officer.

- 2 **Resolved** that should 3 or less applications be received then all would be interviewed
Resolved that a panel of 3 would overview the Market Officer applications.

Resolved that the panel of 3 and interviewees would be Cllrs Jones and Warner and the Council Manager.

The committee wished for the minutes to record thanks to all Cllrs for their time and expertise in this recruitment process.

36 Date of next meeting: This item was deferred.

Meeting closed at 10.25am

Signed  Dated 8/6/2021