



Council Committee Minutes

Minutes of the meeting of Langport Town Council's Finance & Personnel Committee held virtually on Wednesday 2 June at 7pm

Present:
Clr Tate (ex-officio)
Clr Donald
Clr Glas
Clr French
Clr Saunders

In attendance:

Deborah Speed -Town Clerk. There were no members of the public or press present.

FP2021/9 To receive Apologies for Absence and to approve the reasons given. (LGA 1972 s85 (1))

No apologies for absence

FP2021/10 Declarations of Interests -

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declaration

No declarations of interest

FP2021/11 To approve and sign as a correct record the minutes of the Finance and Personnel Meetings held on Wednesday 5 May 2021 (LGA 1972 sch 12, para 41(1))

RESOLVED – that the minutes of the meeting held on Wednesday 5 May be signed as a correct record

FP2021/12 Staff in confidence

To discuss the Office Administrator post vacancy

RESOLVED to change the Office Administrator post to a Deputy Clerk post. The Town Clerk to draft a Deputy Clerk job description

Meeting closed at 7.45pm
End of Minutes

DRAFT