



HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL

Parish Office, Village Hall, Horton Road, South Darenth, Kent, DA4 9AZ

CONFIDENTIAL MINUTES of the HR Committee Meeting held on 2nd April 2024 in the Parish Room, South Darenth at 6.45pm

Present: Cllr H Rohard (Chair), D Mitchell and C Page

In attendance: Lisa Johnson, Parish Clerk

The meeting started at 7.30pm

40 APOLOGIES FOR ABSENCE

Received from Cllr Rushbrook.

41 DECLARATIONS OF INTEREST

None received.

42 MINUTES

Resolved: that the Minutes of meeting held 4th March 2024 were approved and signed as a true record.

43 EXCLUSION OF PUBLIC & PRESS

Resolved: that Under the Public Bodies (Admissions to Meetings) Act 1960 s1(2), that press and public be excluded as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. HK & SD Parish Council Standing Order 11 (a & b) plus 19(f) also applicable; disclosure of such would breach the obligations of a Council under the Data Protection Act 1998.

44 APPRAISAL

The Clerks appraisal was discussed.

Action: Clerk to type up and forward

Resolved: Clerk to be paid overtime backdated to 09 February until two months after Assistant Clerks start date.

45 ASSISTANT CLERK

Job Description, Person Specification and Application form were agreed. Interviews to be held one week after the closing date of 23 April 24.

46 DATE OF NEXT MEETING

Monday 2nd September 2024 at 6.30pm

The meeting concluded at 9.14pm

Chair: _____ Date: _____

DRAFT