**Minutes of the meeting of the POLICY AND FINANCE COMMITTEE held on Thursday 10th February 2022 at 7.30pm in Community House**

**Present** – Cllr C Collier (Chair), Cllr S Griffiths, Cllr C Cheta, Cllr D Seabrook.

Town Clerk T Allen.

**PF721 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed everyone to the meeting and covered the housekeeping matters.

**PF722 PUBLIC QUESTIONS**

There were no public questions.

**PF723 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies from Cllr I Sharkey, Cllr C Gallagher Cllr A Milliner, Cllr G Hill and Cllr A Goble were approved.

**PF724 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS**

There were no declarations of interests.

**PF725 TO ADOPT THE PUBLIC MINUTES OF 18th January 2022**

It was resolved to adopt the minutes as a true record.

***NOTE: In accordance with Standing Order No. 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the following business to be transacted, the public and press were excluded from the rest of the meeting.***

**PF726 TO ADOPT THE CONFIDENTIAL MINUTES OF 18th January 2022**

It was resolved to adopt the minutes as a true record.

**PF727 RECRUITMENT OF A LEISURE, AMENITIES & EVENTS OFFICER:-**

* 1. **TO RECEIVE A REPORT, COSTINGS AND JOB DESCRIPTION FROM THE PERSONNEL COMMITTEE.**
  2. **TO DISCUSS AND AGREE TO PROCEED.**

*[The above two items were taken en bloc].*

The following aspects of this item were covered:-

* Financial savings from current vacancies.
* Recruitment methods.
* Staff expertise.
* Job Descriptions.

It was resolved to approve the proposed salary starting points for the agreed new posts, to fill the current vacancies.

**PF728 DATE OF NEXT MEETING – Tuesday 1st March 2022 at 7.30pm**

*There being no further business, the meeting closed at 19:40.*