



Dulverton Town Council

www.dulvertontowncouncil.co.uk

The Clerk

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Minutes of the Meeting of Dulverton Town Council Policy, Procedures and HR Committee

Held on Tuesday 7th February 2017 at 10.00am, in the Council Office,
Lady Street, Dulverton.

Present: Chairman: Cllr Lewis, Cllr Ernest and Cllr Thwaites.

Apologies:

None.

Deferment of business for comment by the public:

None.

Declarations of Interest:

Cllr. Thwaites with regard to WSC

HR Items:

Staff Appraisal Procedure:

Members resolved to recommend to Council that the Staff Procedure is adopted, along with the associated documents including the Job Description and Staff Appraisal form.

Contact of Employment:

Members agreed that a new Contract is offered to the Clerk to be effective once approved by the Council.

Correspondence:

None.

Urgent matters to be considered with permission of the Chairman:

None.

Date of next meeting:

To be determined.

Meeting Closed:

Chairman.....