

**Minutes of the Staffing Committee –6<sup>th</sup> June 2018** (Meeting commenced at 7:00 pm)

- 101/18 1. **Chair’s opening remarks.**  
None made.
- 102/18 2. **Attendance Register**  
**Present:** Lindsay Cooper (Chair), Miranda Jones, Mark Shaw, David Ainslie, Sam Findlay and Alec Crombie.
- 103/18 3. **Apologies for Absence**  
Ron Simpson – these were noted.
- 104/18 4. **Declaration of Members Interests**  
None
- 105/18 5. **To confirm the report of the meeting held on 4<sup>th</sup> April 2018 – Resolution:** Mark Shaw proposed these be approved, seconded by Sam Findlay and unanimously agreed.
- 106/18 6. **Consider the following draft items for approval or otherwise and a recommendation to Full Council:**
- a) Offer of employment based on a maximum 16 hours per week (annualised) to the successful candidate from the selection process for an Assistant Clerk.
- Resolution:**
- a) Proposed by Lindsay Cooper and seconded by Sam Findlay that Committee recommends to Full Council the Clerk works with our HR advisers to offer a permanent contract of employment based on 16 hours per week annualized with the True Potential workplace pension provision. Unanimously agreed.

Meeting closed at 07:20pm.