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**PUBLICIC MINUTES** of the **PERSONNEL COMMITTEE** of Mumbles Community Council held on Tuesday, 9 March 2021 at 7pm, via Zoom.

**PN.21.001 Present**

Councillors: Tim Bull, Pam Erasmus, Richard Jarvis, Rob Marshall, Martin O'Neil, Will Thomas & Carrie Townsend Jones

**PN.21.002 Officer Present**

Steve Heydon (Clerk) & Paul Beynon (RFO)

**PN.21.003 Apologies**

None

**PN.21.004 Declaration of Interests**

None

**PN.21.005 Minutes of the last meeting of the committee**

**RESOLVED** to approve the minutes as a correct record.

**PN.21.006 Appraisal of Clerk**

**AGREED** that appraisal group of Cllrs Tim Bull, Ian Scott & Carrie Townsend Jones meet with the Clerk on Monday, 15 March at 11 am.

**PN.21.007 Exclusion of the Press & Public**

**RESOLVED** that the press and public be excluded from the meeting to progress a confidential staffing matter.

**PN.21.008 Officer Hours & Contract**

**RESOLVED** that the officers' hours be extended to 30 per week and their contract to be extended for a further 18 months to 31 March 2023.

**PN.21.009 Nationally Agreed Pay Scales**

**RESOLVED** that these be passed.

**Meeting closed at 7.55 am**