Holymoorside & Walton Parish Council

Minutes of the Personnel Committee meeting held on 20th August 2025 in Holymoorside Village Hall, Holymoorside, Chesterfield.

Present: Councillors M E Thacker (in the Chair), P Truscott, D Corbridge, T Tyler, M Colton (Locum Clerk)

AGENDA PART 1 - Non-confidential information

PC11/25-26	**To receive apologies for absence** Apologies were received from Cllr S Sen
PC12/25-26	**Variation of the Order of Business** No variation of the order of business
PC13/25-26	**Public Questions** – (15 Minutes) No members of the public were in attendance
PC14/25-26	**Declarations of Interest** NOTED; No declarations of interest were declared
PC15/25-26	**Exclusion of Public** No items from Part 1 of the agenda were considered confidential
PC16/25-26	**Part 2 - Confidential Business** **To move the following resolution - 'That in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded because (reason given here) and they are instructed to withdraw'**
PC17/25-26	**To conduct interviews for the Parish Clerk & Responsible Financial Officer vacancy and consider appointment** Three applications were received and two applicants were invited for interview. Interviews were carried out.
PC18/25-26	**To agree the appointment of the Parish Clerk & Responsible Financial Officer** **RESOLVED:** It was agreed to offer the position of Clerk & Responsible Financial Officer to Michelle Colton subject to references and satisfactory DBS check
	7:15pm M Colton joined the meeting
PC19/25-26	**To receive and note outcomes of staff appraisals and consider staff salaries** It was noted that the staff appraisals had been carried out and staff salary increases were agreed

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