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Minutes of the **remote Staffing Committee** held via Zoom video conferencing on, **Monday 19 April 2021** at 7.07 p.m.

PRESENT: - His Worship The Mayor Councillor John Wyn Williams, The Deputy Mayor Councillor Owen Hurcum
Councillors: John Wynn Jones (Chair), Gwynant Roberts, Luke Tugwell, Les Day

Officers:- Iwan Williams, City Director, Gwynfor Owen (Translator)

409/19 APOLOGIES

None.

410/19 DECLARATION OF FINANCIAL INTEREST OR PERSONAL CONNECTION

None.

411/19 PUBLIC PARTICIPATION

None.

412/19 DEPUTY CLERK POST

The Committee discussed the draft job description for the Deputy Clerk post, including the duties and responsibilities, the need to include the option to work from home at times, and salary bands. The Committee agreed that the job description reflects the Committee's intentions and expectations for the role.

413/19 ANY OTHER BUSINESS

The Committee agreed to discuss other staffing items as confidential items. The Committee therefore moved into private session.

The Meeting closed at 8pm

TUDALEN 88

Cofnodion y **Pwyllgor Staffio o bell** a gynhaliwyd trwy fideo-gynadledda Zoom, **nos Lun 19 Ebrill 2021** am 7.07 p.m.

YN BRESENNOL: - Ei Deilyngdod y Maer Cynghorydd John Wyn Williams, Cynghorydd Owen Hurcum

Cynghorwyr: John Wynn Jones (Cadeirydd), Gwynant Roberts, Luke Tugwell, Les Day

Swyddogion:- Iwan Williams, Cyfarwyddwr Dinesig, Gwynfor Owen (Cyfieithydd)

409/19 YMDDIHEURIADAU

Dim.

410/19 DATGANIAD O FUDDIANT ARIANNOL NEU GYSYLLTIAD PERSONOL

Dim.

411/19 CYFRANOGIAD Y CYHOEDD

Dim.

412/19 SWYDD DIRPRWY GLERC

Trafododd y Pwyllgor y swydd ddisgrifiad drafft ar gyfer swydd Dirprwy Glerc, yn cynnwys y dyletswyddau a'r cyfrifoldebau, yr angen i gynnwys yr opsiwn i weithio gartref ar adegau, a'r bandiau cyflog. Cytunodd y Pwyllgor fod y swydd ddisgrifiad yn adlewyrchu bwriadau a disgwyliadau'r Pwyllgor ar gyfer y swydd hon.

413/19 UNRHYW FATER ARALL

Cytunodd y Pwyllgor i drafod eitemau staffio eraill fel eitemau cyfrinachol. Felly symudodd y Pwyllgor i sesiwn breifat.

Daeth y Cyfarfod i ben am 8pm

