

MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD IN THE COUNCIL CHAMBER ON WEDNESDAY 13TH OCTOBER 2021 AT 9.30AM

PRESENT: Jeff Harris
Jennie Robinson
Richard Stubbings
Ash Lever (Chair)
Gillian Birrell (from Item 4 onwards)
Stevie Bubb

IN ATTENDANCE: Paul Cunningham (Town Clerk) (for items 1 to 7ii only)
Candi Turner (Deputy Town Clerk)

MEMBERS OF THE PUBLIC: 0

1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Jackson, Walmsley and Woodruff.

2. TO RECEIVE DECLARATIONS OF INTEREST OR ANY REQUESTS FOR THE GRANTING OF DISPENSATIONS IN RELATION TO ANY DISCLOSABLE PECUNIARY INTERESTS IN ITEMS ON THE AGENDA

There were none.

3. TO ACCEPT FOR ACCURACY AND ADOPTION THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON FRIDAY 13TH AUGUST 2021

RESOLVED To accept for accuracy and adoption the minutes of the Personnel Committee meeting held on Friday 13th August 2021.

(Cllr Birrell joined the meeting).

4. TO CONSIDER HOW THE COUNCIL SHOULD RECOGNISE OUTSTANDING ONE-OFF ACHIEVEMENTS BY CURRENT OR FORMER BECCLES RESIDENTS

Cllr Stubbings proposed that there was no need for the Council to instigate any additional awards, and that outstanding achievement should be discussed by Full Council and a letter of congratulation should be written. This was seconded by Cllr Bubb, a vote was taken, and it was therefore

RESOLVED To not create a new award, and that outstanding achievement should be discussed by Full Council and a letter of congratulation should be written.

It was also agreed that the Clerk and Deputy Clerk be asked to seek nominations for the Council's existing awards.

5. TO CONSIDER REVISING THE TERMS OF REFERENCE OF THE COMMITTEE TO INCLUDE RESPONSIBILITY FOR THE COUNCIL'S AWARDS PROCESS

Cllr Stubbings proposed that the Committee recommend to Full Council that the Committee's Terms of Reference be amended as follows:

Section 1i: change text from 'The committee will consist of six councillors, plus the mayor and deputy mayor as ex-officio members' to 'The committee will consist of seven councillors, plus the mayor and deputy mayor as ex-officio members';

add an additional section 2xv 'To be responsible for the oversight of the Council's Awards processes, including deciding on the winners of the annual awards'.

This was seconded by Cllr Lever, a vote was taken, and it was therefore

RECOMMENDED TO FULL COUNCIL To amend the Committee's Terms of Reference as follows:

Section 1i: change text from 'The committee will consist of six councillors, plus the mayor and deputy mayor as ex-officio members' to 'The committee will consist of seven councillors, plus the mayor and deputy mayor as ex-officio members';

add an additional section 2xv 'To be responsible for the oversight of the Council's Awards processes, including deciding on the winners of the annual awards'.

6. ADMISSION TO MEETING – PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 IT IS PROPOSED THAT, BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, THE PUBLIC AND PRESS LEAVE THE MEETING DURING CONSIDERATION OF THE REMAINING MATTERS.

RESOLVED That pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) act 1960 it is proposed that, because of the confidential nature of the business to be transacted, that public and press leave the meeting during consideration of the remaining matters.

7. TO CONSIDER STAFFING MATTERS

These were discussed.

8. TO ACCEPT FOR ACCURACY AND ADOPTION THE CONFIDENTIAL MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON FRIDAY 13TH AUGUST 2021

RESOLVED To accept for accuracy and adoption the confidential minutes of the Personnel Committee meeting held on Friday 13th August 2021.

9. DATE OF NEXT MEETING

Wednesday 10th November 2021 at 9.30am.