

**MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD IN THE
COMMITTEE ROOM AT TOWN HALL ON THURSDAY 23RD MARCH 2023 AT 5.30PM**

PRESENT: Barry Darch
Ash Lever (Chair)
Richard Stubbings
Stevie Bubb
Gillian Birrell
Brian Woodruff

IN ATTENDANCE: Paul Cunningham (Town Clerk)

MEMBERS OF THE PUBLIC: 0

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Harris and Robinson.

**2. TO RECEIVE DECLARATIONS OF INTEREST OR ANY GRANTING OF
DISPENSATIONS IN RELATION TO ANY DISCLOSABLE PECUNIARY INTERESTS IN
ITEM ON THE AGENDA (REQUESTS FOR DISPENSATIONS TO BE SUBMITTED TO
THE CLERK IN ADVANCE)**

There were none.

**3. TO ACCEPT FOR ACCURACY AND ADOPTION THE MINUTES OF THE
PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 5TH JANUARY 2023**

RESOLVED To accept for accuracy and adoption the minutes of the Personnel Committee meeting held on Thursday 5th January 2023.

**4. TO REVIEW THE TERMS OF REFERENCE OF THE COMMITTEE AND TO
CONSIDER CHANGES**

Councillor Stubbings expressed concern that the proposed amendment to Item 1iii would prevent other councillors from attending substantial parts of most meetings of the committee. Town Clerk suggested that the wording be changed so that councillors who were not members of the committee would only be additionally excluded when appraisals were being discussed. Cllr Stubbings proposed that this change be recommended to full Council. This was seconded by Cllr Darch, a vote was taken which was in favour and it was therefore

RECOMMENDED TO FULL COUNCIL To amend the Committee's Terms of Reference at Item 1iii to add the words "or where appraisals are being discussed".

Councillors also considered the suggested change to 2vii but they agreed not to proceed with this suggestion.

5. TO REVIEW THE RECRUITMENT POLICY AND TO CONSIDER ANY RECOMMENDATIONS FOR CHANGES TO FULL COUNCIL

Cllr Stubbings proposed that no changes were needed to this policy and that the Committee recommend to full Council that the policy be agreed. This was seconded by Cllr Woodruff, a vote was taken which was in favour and it was therefore

RECOMMENDED TO FULL COUNCIL To approve the Recruitment Policy as drafted.

6. DATE OF NEXT MEETING

To be confirmed.

7. 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 because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the remaining matters.

8. TO CONSIDER STAFFING MATTERS

Councillors considered and agreed actions concerning a number of staffing issues.

9. TO ACCEPT FOR ACCURACY AND ADOPTION THE CONFIDENTIAL MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 5TH JANUARY 2023

RESOLVED To accept for accuracy and adoption the confidential minutes of the Personnel Committee meeting held on Thursday 5th January 2023.