



**Minutes of the meeting of the Personnel Committee
Held on 19th December 2022 at 6.00pm at the Town Hall**

Present:

Cllr A Westby (Presiding)
Cllr P Leslie C Cllr Dale Cllr Ellis Cllr R Bond
Michelle Barron (Town Clerk)

19.2022) Apologies for absence

All present

20.2022) Declarations of Interest

- a) To consider declarations of interest in respect of items below – None received
- b) To receive any requests for dispensation of Disclosable Pecuniary Interest – None received

21.2022) Minutes of meeting of the Personnel Committee held on 17th October 2022

On the motion of Cllr Leslie, seconded by Cllr Dale, it was
RESOLVED to accept the minutes of the Personnel Committee meeting held 17th October 2022.

22.2022) Grounds Team Training Courses

On the motion of Cllr Dale, seconded by Cllr Westby, it was
RESOLVED that the clerk may send additional staff on the grave digging course as we have new information that the prices are per course not per individual, and this may mean there will be requirement to hire additional diggers.

23.2022) Budget and Headcount for 2023/4

On the motion of AW seconded by JE it was **RESOLVED** to hire additional member of office staff, and that this position would be a trainee as apposed to an apprentice.

ACTION: CLERK

It was agreed that no resolution was required to recruit within previous headcount.

24.2022 Exclusion of press and public

On the motion of Cllr Westby, seconded by Cllr Ellis, it was **RESOLVED** to exclude press and public due to the sensitive nature of matters to be discussed.

25.2022 Confidential staff matters

- On the motion of Cllr Bond, seconded by Cllr Westby, it was **RESOLVED** to [REDACTED]
- On the motion of Cllr Leslie, seconded by Cllr Westby, it was **RESOLVED** that the new employee will be advertised at [REDACTED]

Meeting closed 6.50pm
