



**Minutes of the meeting of the Personnel Committee  
Held on 18th July 2022 at 5.30pm at the Town Hall**

**Present:**

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

**01.2022) Apologies for absence**

All present

**02.2022) 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

**03.2022) Minutes of meeting of the Personnel Committee held on 19<sup>th</sup> April 2022**

On the motion of Cllr Leslie, seconded by Cllr Dale, it was

**RESOLVED** to accept the minutes of the Personnel Committee meeting held 19<sup>th</sup> April 2022. Cllr Bond abstain

**04.2022) Grounds Team Training Courses**

On the motion of Cllr Westby, seconded by Cllr Leslie, it was

**RESOLVED** to arrange the standard courses for the new grounds team members.

**05.2022) Request for training from the Clerk**

On the motion of Cllr Dale, seconded by Cllr Leslie it was **RESOLVED** to agree the Clerk attending the Project Management Training requested, and also going forward possibly an additional relevant course as identified. Cllrs Bond and Westby to investigate suitable courses.

**06.2022 Exclusion of press and public**

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

**07.2022 Confidential staff matters**

On the motion of Cllr Leslie, seconded by Cllr Westby, it was **RESOLVED** that the Clerk would draft a response to ACAS based on the Council's position that the Claim for early Conciliation has no merit.

**08.2022 Grounds Team appointments and pay levels.**

On the motion of Cllr Leslie, seconded by Cllr Dale, it was **RESOLVED** to offer a grounds position to one of the candidates presented.

**09.2022**

On the motion of Cllr Leslie seconded by Cllr Dale it was **RESOLVED** to ratify the recent appointments made within the Grounds Team, subject to probationary periods.

**10.2022**

On the motion of Cllr Westby, seconded by Cllr Dale, it was **RESOLVED** to increase the salary of a member of Grounds staff in recognition of his senior experience and qualified grave digging status.

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