



**Minutes of the meeting of the Personnel Committee  
Held on 13<sup>th</sup> April 2023 at 8.00am at the Town Hall**

**Present:**

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

**33.2022) Apologies for absence**

None

**34.2022) 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

**35.2022) Minutes of meeting of the Personnel Committee held on 23<sup>rd</sup> January 2023**

On the motion of Cllr Leslie, seconded by Cllr Dale, it was **RESOLVED** to accept the minutes of the Personnel Committee meeting held 23<sup>rd</sup> January 2023.  
**ACTION: CLERK**

**36.2022) Update on staff Vacancies**

Adverts are live for up to two ground staff and one Trainee Assistant Clerk covering a multitude of skills and with development offered. Once initial interviews are completed,

**37.2022 Staff Qualifications and Other Training**

On the motion of Cllr Leslie, seconded by Cllr Dale, it was **RESOLVED** for the Clerk to do the Management with HR msc, which demonstrated better value than the completion of the SLCC Level 4 and 5, and offered the council more experience and knowledge in human resources management – an area that the Council required increased expertise with.

**38.2022 Exclusion of Press and Public**

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

**39.2022 Confidential staff matters**

[REDACTED]

