



**Minutes of the meeting of the Personnel Committee
Held on 17th July 2023 at 6.00pm at the Town Hall**

Present:

Cllr A Westby (Presiding)
Cllr T Ashby Cllr T Taylor Cllr R Bond Cllr E Tyrer
Michelle Barron (Town Clerk) 2 x member of public.

01.2023) Election of Chair for the period 2023-2027

On the motion of Cllr T Taylor seconded by Cllr R Bond it was **RESOLVED** to elect Cllr Tristan Ashby as the new Chair

02.2023) Election of Deputy Chair

On the motion of Cllr E Tyrer, seconded by Cllr T Ashby is was **RESOLVED** to elect Cllr R Bond as Deputy Chair.

03.2023) 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

04.2023) Minutes of meeting of the Personnel Committee held on 13th April 2023

On the motion of Cllr Bond, seconded by Cllr Westby, is was **RESOLVED** to accept the minutes of the Personnel Committee meeting held 13th April 2023.
ACTION: CLERK

05.2023) Update on staff Vacancies

The Clerk gave an update on the status of staff vacancies. The posts will be advertised locally after problems with Indeed. This includes succession planning and backfill for roles including a junior office role and ground staff. Job specs to be sent to personnel.

06.2023 Exclusion of Press and Public

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

07.2023 Staff wellbeing

[REDACTED]

[REDACTED]