



Personnel Committee Minutes

Minutes of the Personnel Committee Meeting held Online via Zoom on Tuesday 12th October 2021.
Commencing at 7:30pm.

Members Present: Councillor Dave Aldis
Councillor Rebecca Pinfold
Councillor Alison Strong

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: None

Minutes

On 26th April 2021, the Council resolved that instead of returning to face-to-face meetings, a Temporary Scheme of Delegation would be put in place in order to allow the Clerk to enable decisions to be taken under the direction of Councillors until face-to-face meetings recommence. This meeting is therefore not a formal meeting, but an advisory Personnel Committee Meeting. All recommendations made at this meeting will be enacted by the Clerk where appropriate and ratified at the next face-to-face Personnel Committee Meeting.

PER21/22-014 To receive, and consider for acceptance, apologies for absence from Members of the Committee

All members were present so no apologies for absence were received.

PER21/22-015 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation

The Clerk declared an interest in Minutes PER21/22-021 to PER21/22-024.

**PER21/22-016 To receive:
Questions or comments from members of the public regarding items on the agenda**

Representations from any member who has declared a personal interest
No declarations of interests or requests for dispensation were received.

- PER21/22-017 To approve the minutes of the Personnel Committee Meeting held on 25th May 2021**
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chairman will sign these minutes once the decision has been ratified by the Personnel Committee
- PER21/22-018 To discuss any matters arising from the minutes of the Personnel Committee Meeting held on 25th May 2021**
There were no matters arising.
- PER21/22-019 To discuss matters for future consideration and for information**
There were no matters for future consideration or information.
- PER21/22-020 To resolve under Section 1(2) of the Public Bodies (Admission to Meetings Act 1960) that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted, it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw**
Resolved: To exclude the Public and Press from the remainder of the meeting due to the confidential nature of the business in Minutes PER21/22-021 to PER21/22-024.
- PER21/22-021 To review employee appraisals**
Employee appraisals were reviewed.
- PER21/22-022 To review employee training requirements**
Employee training requirements were reviewed.
- PER21/22-023 To review employee working hours**
Resolved: That employee working hours should remain the same.
- PER21/22-024 To review staff salaries and working from home allowance for 2022/23**
The NALC salary scale was discussed.
- There being no further business, the meeting was closed at 7:59pm.

Chairman: _____

Date: _____