



# whitchurch town council

MINUTES: PERSONNEL COMMITTEE MEETING, THURSDAY 23<sup>RD</sup> JUNE 2022

## MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 23<sup>RD</sup> JUNE 2022

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### PRESENT

Councillors: A. Hall R. Hall M. Phipps J. Thornton

Proper Officer: Mike McDonald

### IN ATTENDANCE:

Councillors: A. Hotchkiss C. Purt P.Tew

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The meeting was opened at 7.00pm by previous Committee Chair, Cllr Rose Hall

#### 1. Election of Chair

After a nomination by Cllr Thornton, seconded by Cllr Phipps it was unanimously RESOLVED that Cllr R. Hall serve as Chair of the Personnel Committee for the 2022/23 Civic Year **WTC/P/01/2223**

#### 2. Election of Vice Chair

After a nomination by Cllr Phipps, seconded by Cllr Thornton it was unanimously RESOLVED that Cllr Jackson serve as Vice Chair of the Personnel Committee for the 2022/23 Civic Year **WTC/P/02/2223**

#### 3. Apologies

Apologies from Cllr Jackson was noted

#### 4. Declarations of Interest

No declarations of Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting were received

#### 5. Minutes

After a proposal by Cllr Phipps, seconded by Cllr Thornton, the Minutes of the Personnel Committee of the 14<sup>th</sup> April 2022 Meeting were approved and signed as a true record of that meeting

#### 6. Public Participation

No members of the public were in attendance

**7. CONFIDENTIAL BUSINESS**

It was resolved that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press was excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters

**8. Update on current Personnel-related activity, where practicable**

This item was considered prior to the previously tabled "item 8" as it may impact on any considerations

The Committee received an update from the Proper Officer and Cllr R. Hall. After consideration, it was **RESOLVED** that specific actions be asked of the Proper Officer, proposed by Cllr Thornton, seconded by Cllr A. Hall and unanimously agreed, including the need to call an Extraordinary Full Council Meeting for update on Thursday 30<sup>th</sup> June 2022 **WTC/P/03/2223**

**9. Periodic Review of Council Staffing Structures and associated remuneration**

The paper was taken as read and discussed. In relation to each item recommended:

- 1. After consideration, it was **RESOLVED** to approve the current Establishment, subject to a review in 3 months. Proposed by Cllr Phipps, seconded by Cllr A. Hall, all agreed. **WTC/P/04/2223**
- 2. After consideration, it was **RESOLVED** to refuse the recommendation. Proposed by Cllr Thornton, seconded by Cllr A. Hall, all agreed. **WTC/P/05/2223**
- 3. After consideration, it was **RESOLVED** to approve the recommendation. The Proper Officer was instructed accordingly. Proposed by Cllr A. Hall, seconded by Cllr Thornton, all agreed. **WTC/P/06/2223**
- 4. The position regarding the nationally negotiated salary uplift for 2022/23 was noted.
- 5. After consideration, it was **RESOLVED** to approve the recommendations. The Proper Officer was instructed accordingly. Proposed by Cllr A. Hall, seconded by Cllr Thornton, all agreed. **WTC/P/07/2223**

There are no additional confidential minutes for this meeting.

There being no further business, the meeting closed at 7.45pm

Signed as a true record of the meeting:

Chair: \_\_\_\_\_

Date: \_\_\_\_\_