

Whitchurch Town Council

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PERSONNEL COMMITTEE

MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 12th MARCH 2020

Present:

Cllrs: S Hamlyn, R Shepherd, S Radford, A Chesters

In attendance:

Cllr Duffy, ex officio

Nicola Young, Town Clerk

Cllr Hamlyn reported that there was an urgent and substantive matter which needed to be discussed in the Confidential part of the meeting, in order for the Personnel Committee to make recommendations to full Council. Therefore, after a proposal from Cllr Hamlyn, seconded by Cllr Chesters, it was **PERS/31/1920 RESOLVED** that Items 6, 7, 8 and 10 on the Agenda would be deferred to the next Personnel Committee meeting.

It was reported that no-one in attendance was recording the meeting.

1. Receive Vice Chairman Resignation

After a proposal from Cllr Shepherd, seconded by Cllr Radford, it was **PERS/32/1920 RESOLVED** to accept the resignation from Cllr Broders, the current Vice Chairman of the Personnel Committee.

2. Election of Vice Chairman

After a proposal from Cllr Radford, seconded by Cllr Hamlyn, it was, **PERS/33/1920 RESOLVED** to elect Cllr Shepherd as the Vice Chairman of the Personnel Committee. The Committee expressed their thanks to Cllr Broders for his hard work as the outgoing Vice Chairman of the Personnel Committee.

3. Apologies

Cllr Broders – work commitment

4. Declaration of Interest

None.

5. Minutes

After a proposal from Cllr Shepherd, seconded by Cllr Hamlyn, it was **PERS/34/1920 RESOLVED** to sign and accept the minutes from the Personnel Committee meeting on 13th February 2020 as an accurate record.

6. Public Participation

This item was deferred as there were no members of the public present.

7. Council Complaints Procedure

This item was deferred.

8. Apprenticeship Opportunity

This item was deferred.

9. Confidential Business

After a proposal from Cllr Hamlyn, seconded by Cllr Radford, it was **PERS/35/1920 RESOLVED** that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information of staff members.

A reminder to those present that no recording should take place of confidential items in Personnel Committee & the recorder was switched off.

10. Pay Award Policy

This item was deferred.

11. Urgent & Substantive Matter

The Personnel Committee discussed a substantive issue relating to a member of staff

Meeting Closed at 9.40pm

Signed: Date: