

PERSONNEL COMMITTEE

To be held on Monday 14th April 2025 at 6.30pm In the Guild Hall Parlour

The attendance of the following Councillors is requested at the above meeting:
Councillors Darren Chapman, Clive Goddard, Robert Jones, Paul Rye, Martin Sweeney.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Council's Code of Conduct and by the Localism Act 2011.

3. MINUTES (enclosure)

The minutes of the meeting held on 17th February to be agreed as a true record of the meeting and signed by the Chairman

4. PRESS AND PUBLIC EXCLUDED

To consider that this meeting be held without press or public present as the content of discussions will involve confidential matters and is therefore exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the local Government Act 1972, to be treated as confidential by Members

5. STAFFING MATTERS (enclosure)

- a) Chairman to report on follow up progress meeting further to the reduction of hours for a staff member.
- b) Committee members to consider the report and agree on any action.

6. COUNCILLORS REQUESTS TO BE APPOINTED TO OUTSIDE BODIES (enclosure)

Committee to consider the preference requests from Councillors for their appointment to outside bodies

7. COUNCILLORS REQUESTS TO BE APPOINTED TO COMMITTEES (enclosure)

Committee to consider the preference requests from Councillor for their appointment to Committees.

8. TRANSITION TO INCOME AND EXPENDITURE ACCOUNTING (enclosure)

- a) Town Clerk to update Councillors
- b) Councillors to consider the additional hours for the Finance Officer in line with the report

9. UPGRADE TO COMPUTERS (enclosures)

Town Clerk to report

10. UNTAKEN HOLIDAY HOURS

- a) Town Clerk to report on the statement of holiday hours at the end of the leave year
- b) Councillors to consider the appropriate action on above

Angela Alexander BA (Hons) Town Clerk
9th April 2025

