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PERSONNEL COMMITTEE

MINUTES OF MEETING HELD:	5 April 2022, 3pm
	Seymour Pavilion

Present:	Cllrs	J Winter (Chair)	C Russell	P Jeater	C Russell
Also present:		A Wood Parish Clerk and RFO			
Absent:		P Poston	D Jelley	R Lee	D Sankey
PC22/012	Apologies for absence- for noting not approval Apologies were received from Cllrs Poston, Sankey, Lee and Jelley				
PC22/013	Announcements and Declarations of Interest None were presented.				
PC22/014	To approve the minutes from the last Meeting held on 16 February 2022 The minutes were approved by all and signed by Cllr Winter.				
PC22/015	Public Participation Session No members of the public were present.				
PC22/016	Matters arising for Report/Information Exchange (not for resolution) No matters arising				
Having regard to the confidential nature of the business to be transacted, the meeting is now not open to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960					
PC22/017	To receive an update on Communications Officer The Clerk advised that the Communications Officer had passed his CiLCA qualification and as per his contract, his salary would be increased by one spinal point				
PC22/018	To receive a general report on staff and future requirements The Clerk gave a general staff update and Cllr Winter reported on the planned changes within Brentwood Borough Council and how this could relate to the parish council. With the adoption of the Local Development Plan and the examination of the Neighbourhood Plan, it was hoped that Planning matters could be dealt with more collaboratively in the future.				
PC22/019	Items for inclusion in the Next Agenda (not requiring resolution or action) There were no additional suggested items for the agenda				
PC22/020	Chairman to close the meeting Close of meeting: 3.30pm Date of next meeting: 7 June 2022, location to be confirmed				