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PERSONNEL COMMITTEE

MINUTES OF MEETING HELD:	14 October, 4pm
LOCATION:	Council Chambers, Suite 3, 4 The Limes

Present:	Cllrs	R Lee (Chair for the meeting)	C Russell	P Jeater	M Hart
Also present:		A Wood Parish Clerk and RFO			
Absent:		P Poston	R Pittman		
PC22/042	Apologies for absence- for noting not approval No apologies had been received.				
PC22/043	Announcements and Declarations of Interest None were presented.				
PC22/044	To approve the minutes from the last Meeting held on 6 October 2022 The minutes were approved by all and signed by Cllr Lee.				
PC22/045	Public Participation Session No members of the public were present.				
PC22/046	Matters arising for Report/Information Exchange (not for resolution) The Clerk advised councillors that she would be away for a week in January.				
PC22/047	To review the quotes received for undertaking job evaluations The clerk presented two quotes for undertaking this work and it was RESOLVED that the committee recommend to Full Council that Council HR and Governance Support be appointed at a cost of £500+VAT. Proposed: Cllr Lee Unanimously agreed				
PC22/048	To consider the Communications and Project Clerk undertaking the ILCA qualification It was RESOLVED that the Communications and Projects Clerk be registered for this qualification at a cost of £120+VAT Proposed: Cllr Lee Unanimously agreed				
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					
PC22/049	To receive a report from the Clerk on current staffing The Clerk provided an update on current staff matters				
PC22/050	Items for inclusion in the Next Agenda (not requiring resolution or action) An update on the job evaluation project was requested				
PC22/051	Chair to close the meeting The Chair closed the meeting at 4.26pm. Next meeting: 7 th February 2023 time tbc				