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## PERSONNEL COMMITTEE

<b>MINUTES OF MEETING HELD:</b>	<b>4 April 2023, 4pm</b>
<b>LOCATION:</b>	<b>Council Chambers, Suite 3, 4 The Limes</b>

<b>Present:</b>	<b>Cllrs</b>	R Lee (Chair for the meeting)	C Russell	P Jeater	
<b>Also present:</b>		A Wood Parish Clerk and RFO			
<b>Absent:</b>		P Poston	M Hart		
<b>PC22/052</b>	<b>Apologies for absence- for noting not approval</b> Apologies were noted from Cllr Hart.				
<b>PC22/053</b>	<b>Announcements and Declarations of Interest</b> None were presented.				
<b>PC22/054</b>	<b>To approve the minutes from the last Meeting held on 14 December 2022</b> The minutes were approved by all and signed by Cllr Lee.				
<b>PC22/055</b>	<b>Public Participation Session</b> No members of the public were present.				
<b>PC22/056</b>	<b>Matters arising for Report/Information Exchange (not for resolution)</b> None were presented.				
<b>PC22/057</b>	<b>To note the increase in staff holidays as per the National Joint Council for Local Government Services terms and conditions of employment</b> The increase which came into effect from the 1 <sup>st</sup> April 2023 was noted.				
<b>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</b>					
<b>PC22/058</b>	<b>To receive a report from the Clerk on current staffing</b> The Clerk provided an update on current staff matters.				
<b>PC22/059</b>	<b>To receive the job evaluations report</b> The Clerk presented the report that had been submitted by Council HR and Community Governance Ltd. it was <b>RESOLVED that this report be accepted and that the recommendations adopted.</b> It was further <b>RESOLVED that the report and recommendations be submitted to Full Council for ratification</b> on the basis that this committee had delegated authority for dealing with staffing matters. Proposed: Cllr Lee Seconded Cllr Russell All agreed.				
<b>PC22/060</b>	<b>Items for inclusion in the Next Agenda (not requiring resolution or action)</b> None were requested.				
<b>PC22/061</b>	<b>Chair to close the meeting</b> The Chair closed the meeting at 4.40pm. Next meeting: 6 <sup>th</sup> June 2023, time to be confirmed.				