



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

Minutes of the ordinary meeting of the Personnel Committee held at St Barnabas Parish Centre on Tuesday 22nd October 2024 from 7:05pm to 8:14pm

Present:

Cllr T. Covell (Chairman), Cllr I. Linfield, Cllr P. Ray

Also present:

Mrs S. Muteham (Clerk)

255. Election of Chairman

Cllr I. Linfield and Cllr P. Ray nominated Cllr T. Covell to be Chairman of the committee.

Resolved: Cllr T. Covell be the Chairman of the Personnel Committee.

256. Apologies

None

257. Declaration of Interests

None

258. Minutes

The minutes of the following meeting, having been circulated to all members of the committee, were taken as read and confirmed by the chairman of the meeting.

Minutes of the ordinary meeting of the Personnel Committee held on Tuesday 1st November 2023 (minutes 109-113)

Resolved: the minutes of the meeting held on Tuesday 1st November were approved.

It was resolved that under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

259. Staffing matters

Members noted the confidential annual appraisal and staffing matters reports which were circulated prior to the meeting. Consideration was given to the hours needed to complete the volume of work now required by the Clerk and the associated remuneration package, with the recommendations noted in confidential report 171024a.

Resolved: the Committee to make its recommendations to the full council.

The meeting was opened to the public.

260. Finance

Members present considered additional items to be proposed for the 2024/25 budget. In addition to staffing costs and office allowance, it was proposed that the council training budget, including that for employees be £1,500.

Resolved: to propose training budget of £1,500.

Chairman's Initial.....

Signed by the CHAIRMAN of the meeting

DRAFT

Chairman's Initial.....