

**Minutes of the Meeting of the Personnel Committee held in the Austin Hall, the Amenity Centre, Main Street, Yaxley on 21st September 2021 at 7.30pm.**

Present:- Councillor A Wood – Chairman

Councillors D Chapman, K Gulson, D Hitchcock, P Russell and S Sanderson.

In attendance: H Taylor

**PER21. APOLOGIES**

Apologies for absence from the meeting were received and accepted from Councillors E Gilchrist and J Lusted (both personal).

**PER22. DECLARATION OF INTERESTS**

No declarations were received.

**PER23. MINUTES**

Councillor D Chapman proposed approval of the Public and Confidential Minutes of the Personnel meeting held on 7<sup>th</sup> September 2021. This was seconded by Councillor K Gulson and unanimously **RESOLVED**.

**PER24. PUBLIC PARTICIPATION**

No Member of the Public wished to speak.

**PER25. CHRISTMAS AND NEW YEAR OPENING HOURS**

Members noted that the office and work shop would be closed from midday on Friday 24<sup>th</sup> December 2021 until Tuesday 4<sup>th</sup> January 2022. Arrangements would be made to cover waste collection/litter picking/hire of facilities between this period on a rota basis.

**PER26. ACTION PLAN**

Members received and noted a schedule of the Committee's projects included within the Council's Action Plan, the schedule would be used as a basis for the budget setting in November.

**PER27. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC.**

That in accordance with Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.

It was proposed by Councillor P Russell, seconded by Councillor S Sanderson and unanimously **RESOLVED** that the meeting should be closed to the public and press at 7.40pm and the matters record at Minute No PER28, 29 and 30 be treated as confidential and excluded from the Minutes to be made available for public inspection.

**PER28. STAFF MATTERS**

By way of a verbal report by the Clerk, the Committee were update on progress to recruit a new Grounds Maintenance Operative and discussions with a Member of the Grounds team following their request to reduce their working hours.

**PER29. SALARY REVIEW WORKING GROUP UPDATE**

Having discussed the findings of the Salary Review Working Group, Councillor S Sanderson proposed that the recommendations of the Working Group be approved. This was seconded by Councillor D Chapman and unanimously **RESOLVED**.

**PER30. SOCIAL MEDIA LEGAL ADVICE**

Further to Minute No. PER11, Members noted the legal action available to the Parish Council to manage defamation and online harassment on social media.

**PER31. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.**

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business being concluded, the Press and Public be re-admitted to the meeting.

It was proposed by Councillor D Chapman and seconded by Councillor P Russell that the press and public should be readmitted to the meeting.

Meeting closed at 8.30pm



Signed .....

Chairman.