

**Minutes of the Meeting of the Personnel Committee held in Queens Park Hall,  
Daimler Avenue, Yaxley on 16<sup>th</sup> November 2021 at 7.40pm.**

Present:- Councillor K Gulson – Vice Chairman in the Chair;

Councillors D Chapman, E Gilchrist and D Hitchcock,

In attendance: H Taylor

**PER39. APOLOGIES**

Apologies for absence from the meeting were received and accepted from Councillors J Lusted, P Russell, S Sanderson and A Wood (all personal).

**PER40. DECLARATION OF INTERESTS**

No declarations were received.

**PER41. MINUTES**

Councillor E Gilchrist proposed approval of the Minutes of the Personnel meeting held on 12<sup>th</sup> October 2021. This was seconded by Councillor D Hitchcock and unanimously **RESOLVED**.

**PER42. PUBLIC PARTICIPATION**

No Member of the Public wished to speak.

**PER43. BUDGET 2021 - 2022**

Members were presented with a budget report as at 30<sup>th</sup> September 2021 (a copy of which has been appended in the Minute Book). Having discussed the various budget headings, actual spend against predicted and the proposed figures for 2022/23, it was proposed by Councillor D Chapman that the budget be recommended to Full Council for approval. This was seconded by Councillor D Hitchcock and unanimously **RESOLVED**.

**PER44. 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 D Hitchcock, seconded by Councillor E Gilchrist and unanimously **RESOLVED** that the meeting should be closed to the public and press at 7.46pm.

**PER45. STAFF MATTERS**

By way of a verbal report by the Clerk, Members were pleased to note that a new Grounds Maintenance Operative had been appointed and that she would start on 29<sup>th</sup> November.

**PER46. FINANCE OFFICER**

With the aid of a report by the Clerk (a copy of which is appended in the Annex to the Minute Book) the Committee considered the renewal of the contract between the Council and Freelance Business Services for providing book keeping services and preparing financial statements and reports including the Annual Report and Budget. Having appreciated the valuable work undertaken over the year by Mrs Porter, it was proposed by Councillor K Gulson that the Parish Council renews its contract with FBS for the provision of accountancy and bookkeeping services, for a further year. This was seconded by Councillor E Gilchrist and unanimously **RESOLVED**.

**PER47. 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 D Hitchcock that the press and public should be readmitted to the meeting.

Meeting closed at 7.55pm



Signed .....

Chairman.