



**Minutes of a meeting of the Personnel Committee
held on 28 July 2020 via Zoom at 10.30am.**

Councillors Present: Councillors D Budd, K Critchley, B Ezzard, Z Gover, K Green, M Russell, C Turner

Officer Present:

V Ricketts - Town Clerk

63. Election of Chairman

Resolved that Councillor D Budd be elected to the office of Committee Chairman for the 2020/2021 municipal year.

64. Election of Vice-Chairman

Resolved that Councillor C Turner be elected to the office of Committee Vice Chairman for the 2020/2021 municipal year.

65. Apologies for absence

There were no apologies for absence.

66. Declarations of interest

There were no declarations of interest.

67. Public participation time

The Town Clerk advised that she had received no questions or comments under 'Public Participation' in advance of the meeting.

68. Minutes of the Personnel Committee

The minutes of the previous meeting of the Personnel Committee meeting held on 28 January 2020 and the Extraordinary Meeting held on 11 March 2020 were presented by the Chairman.

Resolved that the minutes be taken as read, confirmed and signed by the Chairman.

69. Matters arising from the minutes of the previous meetings

There were no matters arising from the minutes of the meeting held on 28 January 2020 and the Extraordinary Meeting held on 11 March 2020.

70. Confidential session

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 nature of the business to be transacted.

71. Salary report

The Town Clerk presented the annual salary report detailing the salary scales and individual salaries of all Council employed staff.

Members sought clarification on the number of staff currently able to claim overtime and expressed concern regarding the disparity of salaries.

It was noted that the Council had previously tried to carry out a full staff review, but this had never come to fruition. It was agreed that this should now be undertaken.

Resolved that the Town Clerk be tasked to obtain quotations for a staff review and regrading exercise and that an Extraordinary Meeting of the Committee be called once these quotes have been received.

72. Any other items the Chairman deems urgent for report of agenda item for the next meeting.

There were no matters of urgency.

73. Date of the next meeting

To note date of next ordinary meeting as **20 October 2020 at 10.30.**