



## Minutes of a meeting of the Personnel Committee held on 19 March 2024 in the Council Chamber, Town Hall, East Street, Wareham at 2.30pm

**Councillors Present:** Councillors D Budd (Chairman), K Critchley, K Green and L Kirk

**Officer Present:** N Gray, Town Clerk and RFO

**P 050/24      Apologies for absence**

Apologies were received and accepted from Cllr M Russell, Cllr Z Gover and Cllr C Turner.

**P 051/24      Declarations of Interest**

There were no declarations of interest.

**P 052/24      Public participation time**

There were no members of the public present.

**P 053/24      Confirmation of the minutes of the meeting held on 16 January 2024**

The Minutes of the meeting held on 16 January 2024 were **APPROVED** as a correct record of the meeting and would be signed by the Chairman following the meeting.

**P 054/24      Matters arising from the minutes of the previous meeting**

There were no matters arising.

**P 055/24      Any other items the Chairman deems urgent**

There were no items deemed urgent.

**P 056/24      Date of the next meeting**

The next meeting would be confirmed at the Annual Town Council Meeting following the election.

**P 057/24      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*

**P 058/24      Staffing Update**

The Clerk reported that there had been unanimous agreement via email to the increase of salary for the Museum Manager post, and the toning down of the emphasis of the conditional element of the appointment, following the receipt of no applications for the role when it was advertised.

It was **RESOLVED** to advertise again for the role of Museum Manager at an annual salary of SCP 20 which was £30,825, and to soften the wording of the conditional element of the appointment.

The Clerk reported that she had not yet advertised for the fourth Grounds Person role as she was waiting for the team to get back into a routine following periods of absence by each member of staff. A better picture of what the need would be for a fourth team member would be obtained over the coming months, and the matter would return to the Personnel Committee for further discussion.

The Clerk reported on the staff sickness absences and was hopeful for a full staffing cohort to be in place in a couple of weeks.

The meeting was closed.

Chairman ..... Date .....