



Minutes of a meeting of the Personnel Committee held on 5 April 2022 in the Council Chamber, Town Hall, East Street, Wareham at 10.30 am.

Councillors Present: Councillors D Budd (Chairman), K Critchley, L Kirk, M Russell, C Turner (Vice Chairman)

Officer Present: K Noble, Acting Town Clerk

450. Apologies for absence

Apologies were received from Councillors K Green and Z Gover.

451. Declarations of Interest

There were no declarations of interest.

452. Public participation time

There were no members of the public present.

453. Confirmation of the minutes of the Personnel Committee meeting

The minutes of the last meeting of the Personnel Committee held on 16 March 2022 were presented by the Chairman.

Resolved that the minutes be accepted as a correct record and signed by the Chairman.

454. Matters arising from the minutes of the previous meeting

There were no matters arising.

455. Any other items the Chairman deems urgent

There were no matters of urgency.

456. 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*

457. Staff Review

A lengthy discussion took place during the review of the report.

Resolved that the report was deferred until the new Town Clerk was in post.

A visit to the depot would be arranged for the Members.

458. Staff Issues

Resolved the Chairman would send the agreed response.

459. Overtime, flexi and TOIL

The Committee requested a report was provided at all Committee meetings.

460. Staff Training

An update was noted.

Resolved an amendment to a training request was rejected.

461. Staff Handbook

Staff comments were reported to Members. It was agreed to consider a review of the document at the next meeting.

462. Annual Pay Report

The annual pay report detailing the current salaries of all staff was noted.

463. Recruitment of Town Clerk and Responsible Finance Officer

Resolved that the interview panel was appointed and details of the interview process agreed.

Chairman Date