



**Minutes of an extraordinary meeting of the Personnel Committee held on 3 August 2022 in the Council Chamber, Town Hall, East Street, Wareham at 11.30 am.**

**Councillors Present:** Councillors D Budd (Chairman), K Critchley, Z Gover, K Green, L Kirk, M Russell and C Turner (Vice Chairman)

**Officer Present:** N Gray, Town Clerk and RFO; K Noble, Deputy Town Clerk

**200. Apologies for absence**

There were no apologies for absence.

**201. Declarations of Interest**

There were no declarations of interests.

**202. Confirmation of the minutes of the Personnel Committee meeting held on 19 July 2022**

The minutes of the last meeting of the Personnel Committee held on 19 July 2022 were presented by the Chairman.

**Resolved** that the minutes be accepted as a correct record and signed by the Chairman, subject to the following amendment of 168;

A lengthy discussion took place. **Resolved** that the Town Clerk is delegated, in consultation with the Chair of the Personnel Committee and Chair of the Policy, Resources and Finance Committee, to produce a detailed report.

**203. Matters arising from the minutes of the previous meeting**

There were no matters arising.

**204. Policy review**

a) Grievances

**Resolved** the policy be approved subject to the agreed amendment to 2.3.

b) Disciplinary

Due to some issues raised, this item be deferred until the next meeting.

**205. Any other items the Chairman deems urgent**

There were no matters of urgency.

**206. Date of the next meeting**

To note date of next meeting: **25 October 2022 at 10:30 am.**

**207. 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*

**208. Overtime, Flexi and TOIL report**

A further report would be considered at Policy, Resource & Finance Committee.

**209. Staff training**

An issue relating to training and its respective increment rise was thoroughly considered. **Resolved** that on this occasion the recommendation was not approved.

**210. Staff issues**

There were no issues raised.

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