



# Congleton Town Council

Historic market town

Chief Officer: David McGifford

8<sup>th</sup> March 2018

Dear Councillor,

## **Personnel Committee Meeting – Thursday 15<sup>th</sup> March 2018**

You are requested to attend a meeting of the Personnel Committee, to be held at Congleton Town Hall on **Thursday 15<sup>th</sup> March 2018 commencing at 6.00pm.**

Yours sincerely,

**David McGifford**  
Chief Officer

### **AGENDA**

1. **Apologies for absence.**

(Members are reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence).

2 **Minutes** (enclosed)

To confirm the minutes of the meeting held on the 1<sup>st</sup> March 2018

3. **Declarations of interest**

Members are requested to declare both “non pecuniary” and “pecuniary” interests as early in the meeting as they become aware of it.

4. **Outstanding Actions**

None.

5. **Resolution to exclude the Public and Press**

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters Set out below on the grounds that it could involve the likely disclosure of private and Confidential information or staff matters.

**6. Update on progress from the Personnel Meeting 1<sup>st</sup> March 2018 (report at meeting)**

To receive an update from the Chief Officer

**To:** Members of the Personnel Committee

**Cllrs:** D T Brown (Chairman), P Bates (Vice Chairman)  
Mrs S Akers Smith, J G Baggott, L D Barker, C H Booth, Mrs A M Martin, G R Edwards  
H Richards and G S Williams

**Ccs:** Other members of the Council and Honorary Burgesses (5) for Information; Press (2)  
Congleton Library, Congleton Tourist Information Centre.

# Congleton Town Council

Minutes of the Personnel Committee meeting held on  
1<sup>st</sup> March 2018

**Please note- These are draft minutes and will not be ratified until the next meeting of the Personnel Committee**

**PRESENT:** Councillors:

Mrs S A Smith  
J G Baggott  
P Bates (Vice Chairman)  
D T Brown (Mayor and Chairman)  
Mr C Booth (mayor)  
G R Edwards  
Mrs A M Martin  
G S Williams

## **1. APOLOGIES**

Apologies for absence. (Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non-attendance).

Apologies were received from Committee member Councillor L Barker H Richards

## **2. MINUTES OF PREVIOUS MEETING**

**PERS/18/1617 RESOLVED** that the minutes of the meeting held on the 2<sup>nd</sup> March 2017 be approved and signed by the Chairman.

## **3. DECLARATIONS OF INTEREST**

Members are requested to declare both "non-pecuniary" and "pecuniary" interests as early in the meeting as they become aware of it.

Cllrs DT Brown, J G Baggott, P Bates and GS Williams declared a non-pecuniary interest in any matters related to Cheshire East Council.

## **4. OUTSTANDING ACTIONS**

There were no outstanding actions.

## **5. RESOLUTION TO EXCLUDE THE PUBLIC AND THE PRESS**

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters

**PERS/19/1617 Resolved** to exclude members of the public and press from the meeting.

**6. UPDATE ON BUSINESS PLANNING AND STRUCTURAL REVIEW**

To receive an update from the chief Officer on the Business Planning and Structural Review

**PERS/20/1617 Resolved** to receive the update from the Chief Officer

To receive an update from the Chief Officer

**D T Brown**  
(Chairman)