

Congleton Town Council

Personnel Committee Minutes 24th June 2021

For the papers discussed at the meeting, please see the [Meeting Agenda of the Personnel Committee 24th June 2021](#)

PRESENT: Councillors: David Brown (Chair)
Martin Amies
Robert Douglas
Sally Ann Holland
Amanda Martin
Kay Wesley

Ex-Officio: Denis Murphy (Town Mayor) and Margaret Gartside (Deputy Mayor)

Also Present: Congleton Town Council Officer: D McGifford

1 Apologies for absence.

Apologies were received from:
Committee Members: Cllrs Allen, Chadwick, and Smith.
Non-Committee Members: Akers Smith and Duffy.

2. Minutes of the Previous meeting

PERS/04/2122 resolved to approve the [minutes of Personnel Committee meeting held on 27th May 2021](#).

3. Declarations of interest

Councillors Brown, Holland and Murphy declared a non-pecuniary interest in any matters relating to Cheshire East Council.

4. Outstanding Actions

There were no outstanding actions from previous meetings.

5. Questions from Members of the Public

There were no questions from members of the public.

6. Urgent Items

There were no urgent items raised at the meeting.

7. Staff Handbook

PERS/05/2122 RESOLVED to approve the updated staff handbook as a draft and for suggested amendments to be forwarded to Officer Ruth Burgess.

8. Resolution to Exclude the Public and Press from Items 9 and 10

PERS/06/2122 RESOLVED to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting due to private staffing matters.

9. Staff Appraisals

PERS/07/2122 RESOLVED to receive an update and recommendations from the Chief Officer following staff appraisals May 2021.

10. Staff Healthcare

PERS/08/2122 RESOLVED to approve the principle of healthcare support for all members of staff. **Action** Chief Officer to investigate additional providers of this service.

**Cllr David Brown
(Chair)**