

## **Congleton Town Council**

### **Personnel Committee Minutes 15<sup>th</sup> July 2021**

For the papers discussed at the meeting, please see the [Meeting Agenda of the Personnel Committee 15<sup>th</sup> July 2021](#)

**PRESENT:** Councillors: David Brown (Chair)  
Martin Amies  
Russell Chadwick  
Sally Ann Holland  
Amanda Martin  
Kay Wesley

**Ex-Officio:** Cllr Margaret Gartside (Deputy Mayor)

**Non Committee Member:** Cllr Suzy Firkin

**Also Present:** Congleton Town Council Officer: David McGifford (Chief Officer)

#### **1 Apologies for absence.**

Apologies were received from:

**Ex Officio:** Cllr Denis Murphy (Town Mayor)

**Committee Members** Cllrs James Smith (Vice Chair) Robert Douglas, Robert Hemsley

#### **2. Minutes of the Previous meeting**

**PERS/09/2122 resolved to** approve the [minutes of Personnel Committee meeting held on 24<sup>th</sup> June 2021.](#)

#### **3. Declarations of interest**

Councillors David Brown and Sally Ann Holland 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. Resolution to Exclude the Public and Press from Items 8 and 9**

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 due to private staffing matters.

**PERS/10/2122 resolved to** approve the resolution.

**8. Job Evaluations**

To approve updated job descriptions.

**PERS/11/2122 resolved to** approve the updated job description for the Finance Officer and the Streetscape Development Manager.

**9. Official Complaint Against an Officer**

Councilors received the notification from the Chief Officer with regards to a complaint that had been received against an officer of the Council from a member of the public. The Chief Officer advised councilors of the process in which this complaint would be dealt with.

**Cllr David Brown  
(Chair)**