

Minutes of the Personnel Committee Meeting
22nd February 2024

Please note – These are draft minutes and will not be ratified until the next meeting of the Council.

Councillors in Attendance: David Brown (Chair)
Richard Walton (Vice Chair)
Robert Brittain
Russell Chadwick
Robert Douglas
Suzy Firkin
Amanda Martin
Heather Seddon
Glen Williams

Officers: David McGifford (Chief Officer)
Members of the press: 0
Members of public: 0

AGENDA

1. Apologies for absence.

Apologies were received from Cllrs Suzie Akers Smith, Robert Douglas and Kay Wesley

2. Minutes

Pers/15/2324 resolved to approve the [minutes of the Personnel Committee meeting held on the 21st of December 2023](#)

3. Declarations of interest

There were no declarations of interest relating to this meeting

4. Outstanding Actions

There were no outstanding items

5. Questions from Members of the Public

There were no members of the public in attendance

6. Urgent Items

There were no urgent items

7. Resolution to Exclude the Public and Press from Item 8

Pers/16/2324 resolved to pass the 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.

8. Job Evaluation for the Communities and Administration Officer

Pers/17/2324 Resolved to approve the Job Evaluation for the Communities and Administration Officer and the appointment of Cathy Dean to the post of Communities and Administration Officer