



CRANLEIGH PARISH COUNCIL
MINUTES OF THE PERSONNEL COMMITTEE MEETING
ON THURSDAY 02 May 2024 at 6.00pm at the Council Chamber

Councillors

Cllr R Burbridge* Vice Chairman
Cllr N Sanctuary*
Cllr M Scully*
Cllr R Tyler Chairman
Cllr M West*

PRESENT*

ALSO PRESENT: B. Bell Parish Clerk FSLCC.

1. APOLOGIES FOR ABSENCE – The Committee AGREED the apology of Cllr R Tyler who is unwell.
2. DECLARATION OF INTERESTS
Cllr n Sanctuary declared he is the Chairman of the Glebelands School Governors.
3. PERSONNEL COMMITTEE MINUTES
The draft minutes of the Personnel Committee meeting held on 29 February 2024, having previously been circulated, were AGREED and SIGNED by the Chairman as a true record.
4. CHAIRMAN’S REPORT
 - The Vice Chairman wished Cllr R Tyler a speedy recovery.
 - The Vice Chairman read a thank you card from Sexton Kevin Cave for the gift for 25 years service.
5. PUBLIC SESSION - There were no members of the public present.
6. STAFF MATTERS
The Committee AGREED to exclude the press and public from the meeting, reason staff in confidence.
 - The Clerk gave an update on staffing matters.
 - The Council had congratulated the Sexton on 25 years service.
 - The Trainee Grounds Person has passed his probation.
 - Interviews for the Trainee Admin Clerk vacancy take place next week. An update will be given at the May full Council meeting.
7. DATE OF NEXT MEETING – TBA. The meeting closed at 6.16pm

Signature.....

Date.....