



CRANLEIGH PARISH COUNCIL

MINUTES OF THE PERSONNEL COMMITTEE MEETING ON THURSDAY 19 JULY 2018 AT 6.00pm IN THE COUNCIL OFFICE, VILLAGE WAY

Councillors

Cllr R Burbridge*
Cllr R Cole* Chairman
Cllr B Freeston* Vice Chairman
Cllr A Richardson*
Cllr R Tyler*

PRESENT*

ALSO PRESENT: B. Bell Parish Clerk FSLCC.

1. ELECTION OF CHAIRMAN

Cllr A Richardson nominated Cllr R Cole as Chairman of the Committee, was seconded by Cllr B Freeston and AGREED UNANIMOUSLY.

2. ELECTION OF VICE CHAIRMAN

Cllr A Richardson nominated Cllr B Freeston as Vice Chairman of the Committee, was seconded by Cllr R Tyler and AGREED UNANIMOUSLY.

3. APOLOGIES FOR ABSENCE

There were no apologies for absence.

4. DECLARATION OF INTERESTS

There were no declarations of interest or changes notified to members interests.

5. PERSONNEL COMMITTEE MINUTES

The draft minutes of the Personnel Committee meeting held on 10 May 2018, having previously been circulated, were AGREED and signed by the Chairman as a true record.

6. CHAIRMAN'S REPORT

The Chairman followed up on Pensions Policy and Time Off In Lieu discussed at the last meeting. The Clerk has prepared draft policies for the Committee to consider at their next meeting.

7. PUBLIC SESSION

There were no members of the public present who wished to speak.

8. STAFF MATTERS

The Committee AGREED to exclude the press and public from the meeting, reason staff in confidence.

The Committee NOTED that Staff Appraisals are complete.

The Committee recommended that the Council continues with the re-grading of one post and the advancement of one spinal column point for that post holder.

The Clerk left the room.

The Committee NOTED that the Clerk's Appraisal had been completed and made a recommendation to the Council.

The Clerk returned to the meeting.

9. DATE OF NEXT MEETING

Thursday 25 October 2018. The meeting closed at 6.50pm