

TEWKESBURY TOWN COUNCIL

MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON MONDAY 9TH APRIL 2018 IN THE MAYOR'S PARLOUR, TEWKESBURY TOWN HALL AT 10.30 AM

Present: Cllrs C Danter (Chairman), P Aldridge, S Raywood and P Workman
D Hill (Town Clerk, minutes)

- 1) To receive apologies**
None received.
- 2) To receive declarations of interests**
None received.
- 3) To receive dispensations**
None.
- 4) Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave during the consideration of the following items.**
Proposed by Cllr Aldridge, seconded by Cllr Raywood. Unanimous, **motion carried.**
- 5) To discuss the Internal Control Checks report and consider the implications**
It was agreed that this item should be added as an agenda item at the Finance & Staffing committee meeting being held on 19th April 2018.
- 6) To discuss staffing matters and agree any actions**
Following feedback from G.A.P.T.C. it was agreed to ask Debbie Hill to give a presentation to Full Council followed by questions from Councillors. Debbie to confirm her preferred date.
A report was received on staffing matters. The confidential matter contained within the report was proposed by Cllr Aldridge and seconded by Cllr Danter. Unanimous, **motion carried.** The Town Clerk and Cllr Danter were authorised to seek temporary administration assistance for around 20/25 hours per week from an employment agency. Proposed by Cllr Aldridge, seconded by Cllr Workman. Three in favour, Cllr Danter abstained, **motion carried.**

There being no further business the meeting closed at 11.06 am.

Signature of Chairman upon approval of Minutes

9th May 2018