

NORTH WALSHAM TOWN COUNCIL

PERSONNEL & GRANTS COMMITTEE MEETING

MINUTES - held on 15 May 2018

PRESENT Cllr G Bull (Chair), Cllr B Hester (Vice Chair), Cllr A Fryer, Cllr J Melville, Cllr M Seward, Cllr S Stuckey

Acting Town Clerk Ms J Shields

Members of public 0

The meeting opened at 18:30.

1. DECLARATIONS OF INTEREST

Cllr Hester item 5 - Staff Appraisals, Ms J Shields item 5 - Staff Appraisals

2. APOLOGIES FOR ABSENCE

Cllr J Witte (work)

3. APPROVE MINUTES OF PREVIOUS MEETING

As proposed by Cllr Seward and seconded by Cllr Hester, it was **RESOLVED**

That the minutes of the meeting 12 March and 17 April were agreed as a true record

4. EXCLUSION OF PUBLIC AND PRESS UNDER SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

As proposed by Cllr Hester and seconded by Cllr Seward, it was **RESOLVED**

To exclude Public and Press for Confidential matters

18.33 Cllr Hester and J Shields left the room

5. STAFF APPRAISALS

All staff appraisals were reviewed and pay increases recommended back dated to 1 April 2018
- J Shields 2 SCP, D Gilbert 3 SCP, T Foster 2 SCP, F Collett 1 SCP, M Buller 1 SCP, **recommend to Full Council**

T Foster taking on role of DPO, **recommend to Full Council**

18.50 Cllr Stuckey arrived

6. CONTRACTS

Temporary contracts to be extended until the beginning of Sept, **recommend to Full Council**

18.56 Cllr Hester and J Shields re-entered the room

7. ANY OTHER BUSINESS

- To arrange interviews for temporary Groundsman
- Cemetery Lodge - to arrange a meeting with D Gayfer - **recommend to Full Council**

8. DATE OF NEXT MEETING

tbc

Meeting Closed at 19.00