

# NORTH WALSHAM TOWN COUNCIL

## PERSONNEL & GRANTS COMMITTEE MEETING

### MINUTES - held on 6 February 2018

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

**Acting Town Clerk** Ms J Shields

**Members of public** Cllr Murphy and Cllr Addison

The meeting opened at 18:30.

**1. DECLARATIONS OF INTEREST**

No declarations were received

**2. APOLOGIES FOR ABSENCE**

Cllr J Witte (parents evening).

**3. APPROVE MINUTES OF PREVIOUS MEETING**

- a. Minutes of the meeting 18<sup>th</sup> October 2018 were agreed as a true record of the meeting
- b. Minutes of the meeting 23<sup>rd</sup> January 2018 were received and accepted at the council meeting on 30<sup>th</sup> January 2018

**4. STANDING ORDER/COMMITTEES**

- a. Standing Orders – Suggestions were made to adopted NALC Standing Orders and add our own addendums. As proposed by Cllr Bull and seconded by Cllr Melville it was **RESOLVED**  
**To refer to the next full Council meeting to form a Committee to discuss, with a date for completion Full Council**
- b. Committees – Suggestions were made to create a group with maybe the chair of each committee, to define terms of reference for all committees. As proposed by Cllr Bull and seconded by Cllr Seward it was **RESOLVED**  
**To refer to the next full Council meeting that a Committee be formed to discuss. Full Council**

**5. DISCUSS LOCAL COUNCIL AWARD SCHEME**

Quality Council award is now defunct and replaced with the Local Council Award Scheme, this is run by NALC. Starting at the Foundation level the staff are to present to the Town Council, all the information required on the website, and the information that's available at the Council Offices.

**Julie, Tina & Fi**

**6. TEAM BUILDING**

As proposed by Cllr G Bull and seconded by Cllr A Fryer it was **RESOLVED**

**That Cllr Murphy arrange dates, times & costings for bowling and refer back to the Committee Cllr Murphy**

**7. ANY OTHER BUSINESS ALLOWED BY CHAIR**

No other business was discussed

**8. DATE OF NEXT MEETING**

Proposed to move this item to after item 11

# MINUTES of the PERSONNEL & GRANTS COMMITTEE held on 6 February 2018

9. EXCLUSION OF PUBLIC AND PRESS UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

CONFIDENTIAL

10. CODE OF CONDUCT

Code of Conduct procedures were discussed

11. DATE OF NEXT MEETING

Next meeting to be held 6<sup>th</sup> March 2018

The meeting closed at 19.05