



NORTH WALSHAM TOWN COUNCIL

Minutes of the Personnel Meeting

held on 11 November 2021, at 18 Kings Arms Street, North Walsham

Present:

Town Councillors: Cllr Sims (Chair); Cllr Bull; Cllr Cracknell; Cllr Gray; Cllr Heinrich; Cllr Spall

Town Clerk: Ms Shields

The meeting opened at 19.00

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

Pecuniary interest: None

Personal interest: Cllr Cracknell item 6.1 - Appraisals, C Woods

3. TO APPROVE MINUTES OF PREVIOUS MEETING - emailed with Agenda

(As per Standing Order 12b, to approve accuracy of actions & decisions as a true record)

As proposed by Cllr Bull and seconded by Cllr Cracknell, it was **RESOLVED** that the minutes of the meeting held on 5 October 2021 be agreed as a true record

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

Decision/Action Log (attached)

5. EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 for staffing matters

6. STAFFING MATTERS

6.1 Appraisals – were discussed and it was decided to send a letter to the Market Manager concerning working from home

Pay rises were recommended for

- C Wood – 1pt
- F Collett – 2pt

6.2 Planning – procedures were reviewed, to be recommended to Full Council

6.3 Cost cutting – measures to be recommended to Full Council

As proposed by Cllr Heinrich and seconded by Cllr Bull, it was **RESOLVED** to recommend these Staffing matters to Full Council

7. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

- None

8. DATE OF NEXT MEETING

tbc

The meeting closed at 20.05

Initials.....

Date:.....18.1.22.....