



NORTH WALSHAM TOWN COUNCIL

Minutes of the Personnel Meeting

held on 25 October 2022, at 18 Kings Arms Street, North Walsham

Present:

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

Town Clerk: Ms Shields

The meeting opened at 18.00

1. **APOLOGIES FOR ABSENCE** - (To be recorded, the Lead Officer should be notified no later than 17:00 on the day of the meeting)
No apologies
2. **DECLARATIONS OF INTEREST** - (Standing Orders: 13b-pecuniary interest; 13c-personal interest if the code of conduct requires; Councillors will leave the meeting for the item, unless a dispensation is granted)
Pecuniary interest: None
Personal interest: None
3. **TO APPROVE MINUTES OF PREVIOUS MEETING** - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)
As proposed by Cllr Bull and seconded by Cllr Spall, it was **RESOLVED** that the minutes of the meeting held on 11 July 2022 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 To discuss staffing matters and recommend to Full Council
As proposed by Cllr Bull and seconded by Cllr Spall, it was **RESOLVED** to recommend to Full Council that the Finance Assistant be offered to work an extra 8hrs a week starting on the 1.11.22
7. **ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY** - (Standing Orders: 9b-Agenda items to be received at least 7 clear days before the meeting; 9f-The Proper Officers decision whether to include the items on the agenda shall be final)
8. **DATE OF NEXT MEETING**
tbc

The meeting closed at 18.15

Signed:.....


Date:..... 7.6.23