

Minutes of the Personnel Committee meeting

Tuesday 8 August 2023 at 6:30pm



held in the Reading Room, Richmond House, Richmond Park, Morton Terrace, Gainsborough

Councillors Present

Sean Brennan	Tim Davies - ex officio	Stuart Morley
	Richard Doy	
Dennis Dannatt	Paul Key	

Councillors Absent

Richard Craig (Chairman) - ex officio		James Plastow
		Kenneth Woolley

In attendance:

Rachel Allbones (ITC & RFO)		
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Agenda no	Agenda item title	Decision	Action	Power
PC24/029	Apologies for absence To note apologies for absence.	The Committee noted apologies for absence from Cllrs Craig, Plastow and Woolley.	N/A	<i>Local Government Act 1972, s85 (1) & Sch 12, p40.</i>
PC24/030	Declarations of interest To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	None received.	N/A	<i>Localism Act 2011, s31.</i>
PC24/031	Dispensation requests To consider any dispensation requests received by the Clerk in relation to personal and/or	None received.	N/A	<i>Localism Act 2011, s33.</i>

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	disclosable pecuniary interests, not previously recorded.			
PC24/032	<p>Items for Exclusion of Public and Press To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.</p>	The Committee resolved to exclude the public and press from item PC24/034.	N/A	<i>Public Bodies (Admissions to Meetings) Act 1960 1 (2)</i>
PC24/033	<p>Minutes of the previous meeting(s) To receive the minutes of the previous Personnel Committee meeting(s) and resolve to sign these as a true record of the meeting(s). Paper A – Personnel Committee Wednesday 12 July 2023</p>	The Committee resolved to sign the minutes of the meeting Wednesday 12 July 2023 as a true record of that meeting.	ASO to publish.	<i>Local Government Act 1972, Sch 12, p41 (1).</i>
PC24/034	<p>Personal Injury Claim To note report and consider any potential action required. Exclusion of Public and Press recommended due to the confidential nature of the business. Paper B</p>	The Committee resolved to proceed to trial.	ITC to inform solicitors.	

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PC24/035	Expenses Policy To consider and adopt an Expenses Policy. Paper C	The Committee resolved to recommend to Full Council to adopt an Expenses Policy.	ITC to include on the next Full Council agenda.	
PC24/036	Acting Up / Additional Duties Policy To consider and adopt an Acting Up / Additional Duties Policy. Paper D	The Committee resolved to recommend to Full Council to adopt an Acting Up / Additional Duties Policy.	ITC to include on the next Full Council agenda.	
PC24/037	Items for notification To receive any items for notification to be included on a future agenda – for information only.	<ul style="list-style-type: none"> • Staff sickness, absence and leave report • Staff Structure • Staff Policy reviews • Sickness Absence Policy • Electronic Information and Communication Systems Policy 	ITC to include on future agendas.	N/A
PC24/038	Time and date of next meeting To note the date and time of the next Personnel Committee meeting scheduled for Wednesday 13 September 2023 at 7.00pm.	The Committee noted the date and time of the next Personnel Committee meeting scheduled for Wednesday 13 September 2023 at 7.00pm.	N/A	<i>Local Government Act 1972, Sch 12, p10 (2)(a)</i>

The meeting closed at 6.56pm.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chairman of approving meeting

Initialled: _____

Personnel Committee Minutes 2023-24