

**NORTH HORSHAM PARISH COUNCIL
MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE
HELD ON THURSDAY 27th APRIL 2017 AT 6.30PM AT ROFFEY MILLENNIUM HALL**

Present: Councillors R Knight, M Loates (Due to an administrative error Cllr Loates arrived at 7.30pm after the meeting had ended), T Rickett, S Torn* and R Wilton.

* denotes absence

In attendance: Pauline Whitehead BA (Hons) FILCM, Parish Clerk and Vivien Edwards, Deputy Clerk.

PER/068/17 Public Forum

There were no members of the public or press in attendance.

PER/069/17 Apologies for absence

The Committee received apologies and reasons for absence from Cllr S Torn.

PER/070/17 Minutes

The Minutes of the meeting of 16th February 2017 were agreed and signed by the Chairman as being a true record.

PER/071/17 Declarations of Interest

There were no Declarations of Interest made.

PER/072/17 Chairman's announcements

There were no Chairman's announcements.

PER/073/17 Exclusion of Press and Public

It was **RESOLVED** to exclude the Press and Public from the meeting during PER/074/17 in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1 for reasons of confidentiality as the agenda item related to staff.

PER/074/17 Staff matters

The Committee **RESOLVED** to appoint HR Services to act as an independent investigator regarding discrepancies that have arisen in working practice. Delegated power was given to the Clerk in discussion with the Chairman and Vice Chairman of the Personnel Committee to commence recruitment for a caretaker/handyman using professional services as required if the need arises.

PER/075/17 DATE OF NEXT MEETING

A suggested date of Thursday 25th May 2017 was put forward for agreement at the Annual Parish Council Meeting on 11th May 2017.

There being no other business, the Chairman closed the meeting at 7.00pm

..... Chairman Dated

