

**NORTH HORSHAM PARISH COUNCIL
MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE
HELD ON THURSDAY 2nd JULY 2015 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

Present: Councillors Loates, Rickett, Torn, Turner and R. Wilton

In attendance: Councillors Britten, Mrs K. Burgess, P. Burgess and Knight
Sue Kemp, Parish Clerk

PER/01/15 ELECTION OF CHAIRMAN

It was proposed by Councillor Rickett and seconded by Councillor Turner that Councillor R. Wilton be elected as Chairman of the Committee for the forthcoming year. There were no other nominations

IT WA RESOLVED

That Councillor R. Wilton be elected as Committee Chairman for the forthcoming year

PER/02/15 ELECTION OF VICE CHAIRMAN

It was proposed by Councillor Torn and seconded by Councillor Loates that Councillor Turner be elected as Vice Chairman of the Committee for the forthcoming year. There were no other nominations

IT WA RESOLVED

That Councillor Turner be elected as Committee Vice Chairman for the forthcoming year

PER/03/15 PUBLIC FORUM

There were no members of the public present

PER/04/15 APOLOGIES FOR ABSENCE

There were no apologies for absence

PER/05/15 CHAIRMAN'S ANNOUNCEMENTS

- (a) Members noted that the Committee agenda and other non-Confidential papers would from the commencement of this Council year, be posted on the Council's website

IT WAS RESOLVED

To note the Chairman's Announcement

- (b) The Chairman commented on the statement made by Councillor Rickett at the Council meeting on 25th June 2015 concerning the number of Casual Vacancies on the Parish Council following the May election and the actions of the staff and the Parish Clerk in connection with this

After Councillor's initial discussion, the Clerk chose left the meeting room to enable free discussion about the matter including free discussion concerning Parish Council staff and the Clerk.

PER/06/15 DECLARATIONS OF INTEREST

There were no Declarations of Interest made

PER/07/15 DATE OF NEXT MEETING

Thursday 8th October 2015 (scheduled)

PER/0815 EXCLUSION OF THE PRESS AND PUBLIC

Members considered whether to exclude the Press and Public from the meeting during the consideration of various staffing issues, including staffing establishment provisions, on the grounds that they involve the likely disclosure of exempt information.

IT WAS RESOLVED

To exclude the Press and Public in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that the items for discussion involve the likely disclosure of exempt information.

PER/09/15 STAFFING ISSUES

(a) Staff Changes

Members noted receipt of the Clerk's Confidential Report

It was noted that Mrs Diamond had left her permanent employment at Holbrook Tythe Barn and was now employed under a Casual Zero Hours Contract. Members noted that a replacement staff member was now in place, Ross McCartney.

It was further noted that Mark Stoner was now employed at North Heath Hall, in place of Callum Nash

**IT WAS RESOLVED
To note this section of the Confidential Report**

(b) Staff Appraisals

Members noted receipt of the Clerk's Confidential Report and noted that a number of members of staff had undertaken the appraisal process; and that there were no adverse reports.

Following further discussion

**IT WAS RESOLVED
To note this section of the Confidential Report**

There being no other business, the Chairman closed the meeting at 8.50pm

..... Chairman

..... Dated