

THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

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**If you require a large print copy, please contact the
Town Clerk on 01832 734673**

**Minutes of the Personnel Committee Meeting
held on Tuesday 14th March 2023 at 7.15pm at Thrapston Town Council Office**

**Present: Cllr Winter (Chairman)
Cllr Cairns, Cllr Cribb, Cllr Latimer, Cllr Wilcox**

In attendance: Linda Brodier (Clerk)

No.	Item	Action	By Whom
1.	Apologies for Absence Cllr McGovern had tendered his apologies which were accepted.		
2.	Declaration of Interest None.		
3.	Public Open Time None.		
4.	To approve the Minutes of the Personnel Committee meeting dated 25 th October 2022 Resolved that the Minutes of the Personnel Committee meeting dated 25 th October 2022 be confirmed as a true record. To approve the Minutes of the Personnel Committee meeting dated 21 st February 2023 Resolved that the Minutes of the Personnel Committee meeting dated 21 st February 2023 be confirmed as a true record.		
5.	To receive and accept a report from the Clerk updating members on staffing Noted. There were no matters requiring action.		
Part 2			
6.	Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1060 members of the public and press are to be excluded on the grounds that the following items to be discussed are of a confidential and sensitive nature Resolved to close the meeting to members of the public and press.		

7.	To discuss staff requests, staffing levels, staff performance and expectations, staff pay, staff holidays and any grievances raised and agree action Matters agreed and of a confidential nature will be noted and held on the Personnel File by the Clerk.		
8.	Re-opening of meeting following closed session Resolved to re-open the meeting.		
9.	To receive Officer Report and review the Dignity at Work Policy, with a view to making recommendations to FTC for its approval and adoption Resolved to accept the Dignity at Work Policy and make a recommendation to Full Council for its adoption.		
10.	Officer's Report None.		
11.	Chairman's Comments The Chairman thanked everyone for attending.		
	There being no further business the meeting closed at 19:33.		

Signed

Dated

DRAFT