

DITTON PARISH COUNCIL

**MINUTES OF AN EXTRA-ORDINARY MEETING OF THE PERSONNEL COMMITTEE HELD IN THE
ACORN ROOM AT DITTON COMMUNITY CENTRE ON MONDAY 1st NOVEMBER 2021**

PRESENT: CLLRS. MRS J DEARDEN [Chairman], MRS K DENNISON, MRS G GODDEN, J LOVER,
N NEWMAN & MRS A THROSSELL
MRS N GREENAWAY [Clerk of the Council]

223. **OPENING OF MEETING**

The Chairman opened the meeting at 7.53pm.

224. **APOLOGIES**

Apologies for absence were received from Cllr Mrs Thwaites. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref: 481.

225. **DECLARATIONS OF INTEREST**

Cllr Mrs Dennison declared a personal interest in item 226(d) as her son is a member of bar staff. Cllr Mrs Dearden declared a personal interest in item 226(c) as her husband is a member of caretaking staff.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and standing Orders 27 & 50 the Chairman to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

226. **STAFF**

(a) **Admin Staff**

The Chair reported that interviews for the new Community Centre Admin Assistant were to take place the following day. It was noted that these would be conducted by the Chair and Vice-Chair of the Committee with the Clerk.

(b) **Grounds Staff**

It was noted there had been an issue with a member of staff resulting in them being placed on "garden leave". Further details are contained in Confidential Memorandum Ref: 420.

(c) **Caretaking Staff**

Noted no issues to report with caretaking staff.

(d) **Bar Staff**

Noted no issues to report with bar staff.

Cllr Newman advised that the rate for National Insurance Contributions was due to increase next year and this should be considered when preparing next year's budgets for staff.

227. **CLOSURE**

The meeting closed at 8.29pm.

Chairman
6th December 2021