



EVESHAM TOWN COUNCIL



MINUTES OF THE PERSONNEL COMMITTEE MEETING
HELD ON MONDAY 3RD OCTOBER 2022
IN THE COUNCIL CHAMBER, EVESHAM TOWN HALL AT 8:15PM

PRESENT: Councillors: Robert Raphael (Chairman), Robert Hale, Nigel Deacon, Jenny Jones, Alan Booth, Sue Amor and John Clatworthy

ALSO PRESENT: Councillors: Cllrs Julie Tucker and Alan Booth, and Cllr Sarah Schaathun by online link.

OFFICERS PRESENT: Jo Adams, Town Clerk

1. To receive apologies for absence

Apologies for absence had been received from Cllrs Mark Goodge, Andrew Dyke and Sarah Schaathun (attended online only).

2. Declarations of pecuniary or other interests

There were none.

3. Minutes of the Meeting of the 13th June 2022

It was resolved that the minutes of the meeting held on 13th June 2022 be adopted as a true record.

Exclusion of press and public:

It was resolved to exclude the press and public due to the confidential nature of the business to be transacted, concerning the following items 4, To receive updates on personnel matters; 5, To discuss recruitment.

4. To receive updates on personnel matters

The committee were updated on current personnel matters. The 2022/23 pay award was not yet confirmed but the latest pay offer from the employer's side for 2022/23 was an increase of £1,925 on all NJC pay points, with effect from 1 April 2022.

5. To discuss recruitment

i. Admin Assistant

It was agreed that a recommendation be made to council to carry out internal recruitment for an Administrative Assistant

ii. Deputy Clerk / Responsible Financial Officer (RFO)

It was agreed that a recommendation be made to council to commence recruitment of an RFO and that the recruitment panel would comprise of all members of the Personnel Committee.

6. Correspondence

There was none.

There being no further business the meeting closed at 9.00pm

Date of next meeting: Monday 20th February 2023

CLlr Sarah Schaathun
Chairman

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