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In attendance: Cllrs Beales, Lee, Love, Roberts, Swan, Swetman and Wellard.

MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON MONDAY 4TH MARCH 2024

1. To receive and consider apologies for absence

   There were no apologies for absence.

2. To note declarations of Members' interests

   There were no declarations of Members' interests.

3. To approve and sign the minutes of the Personnel Committee meeting held on Monday 4th September 2023

   Resolved: To sign the Minutes as a true and accurate record, subject to the addition of an update to item 6 concerning staff appraisals.

4. Public Question Time

   There were no Members of the Public in attendance.

5. **PART TWO**
   It is recommended that Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of Item 6 on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted.

   Resolved: To enter closed session.

6. To receive and note the annual staffing appraisal for the Grounds Maintenance Officer.

   Noted

7. To note the date of the next **Personnel Committee** meeting as being held **7:30pm on Monday 3rd March 2025** at Loggerheads Community Fire Station

   Noted

Chair: Cllr A. Swetman
Clerk: B. Minshall

Close of Meeting: 19:57pm

Signed…….