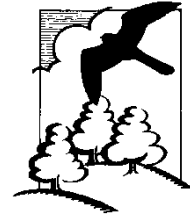


HAWKHURST PARISH COUNCIL



Minutes of the Personnel Committee held on Monday 15th April 2024 at the Copt Hall.

The Meeting commenced at 4.35pm

Those present were:

Councillors D. Veale – chairman, C Escombe, D Lloyd-Owen and R Cory. Also Present was 1 member of the public and L Hedley – Minute Taker.

302/23

- a) Apologies for absence was received by Cllr M Anderson and Cllr P Green.
- b) Declaration of Changes to the register of interests – there were none.
- c) Declarations of Pecuniary Interests or other interests as defined by the Kent Code of Conduct and Localism Act 2011 on any items on the agenda – there were none.
- d) Requests for dispensations – there were none requested.
- e) To confirm whether anyone in attendance intends to film or record the meeting – none intended to film or record the meeting.

303/23 To agree the Minutes of the Personnel Committee Meeting 12.02.2023. The Committee approved the minutes unanimously.

Part 2. Exclusion of Public and Press – In accordance with Section 1(2) of the Public Bodies (Admission to Meetings Act 1960), the public and press be excluded from from the meeting by reason of the confidentiality of the item to be discussed.

The Member of the public left.

304/23 To agree the Permanent Staffing Plan for Hawkhurst Parish Council. The Committee Members will review the staffing Plan and decide whether to adopt it.

The Committee was given time to read the document, which detailed a proposed permanent staffing structure for the Council. Detailed conversions took place over various parts of the document. After being proposed and seconded it was unanimously decided to adopt the proposed permanent staffing structure and salary scales in full.

There were discussions about the timescales for implementing the staffing structure, it was clear that this could not be achieved before a new Council was elected. However, the Parish Clerk had been advertised and there was an extensive discussion about whether this recruitment should proceed so a permanent clerk could be appointed before the new Council or whether it should be left to the new Council to appoint the Clerk due to the Local Elections taking place next month. Again, it was a unanimous decision that a Permanent Clerk should be in place before these elections, as this will aid the handover from one council to another.

There being no further business the meeting closed 5.45pm