



## **MINUTES OF THE PERSONNEL COMMITTEE MEETING**

**HELD ON TUESDAY 12<sup>th</sup> MARCH 2020 AT 8.00pm AT BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD, BIGGLESWADE**

### **PRESENT:**

Cllr I Bond (Chairman)  
Cllr C Thomas (Vice Chairman)  
Cllr M Knight  
Cllr M North  
Cllr H Ramsay  
Cllr M Russell  
Cllr D Strachan  
Cllr J Woodhead

Members of Public - 0

### **1. APOLOGIES**

Cllr F Foster, Cllr M Foster

### **2. DECLARATION OF INTERESTS**

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item – None declared.
- (b) Pecuniary interests in any agenda item – None declared.

### **3. PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions that are pertaining to matters listed on this Agenda. (Members of the public will be allowed one three-minute slot).

There were no members of the public present.

### **4. MINUTES OF MEETINGS**

- a. Members received and approved the minutes of the Personnel Meeting held on the 18<sup>th</sup> February 2020.

## 5. MATTERS ARISING

- a. Matters arising from the Minutes of the Personnel Committee meeting held on the 18<sup>th</sup> February 2020.

There was one matter arising from an exempt item.

## 6. ITEMS FOR CONSIDERATION

- a. There were no items for consideration.

## 7. ITEMS FOR INFORMATION

### a. Budget Report

Members received and considered the following reports:

- i. Staffing budget actuals (summary) to 29<sup>th</sup> February 2020.
- ii. Staff Training Budget (summary) to 29<sup>th</sup> February 2020.

It was noted that the Works Manager will be preparing Staff training report to aid budget planning.

## 8. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions. (Members of the public will be allowed **one three-minute slot**).

There were no members of the public present.

## 9. EXEMPT ITEMS

The following resolution was **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issues are discussed.

**(Matter arising from the Exempt Minutes of the Personnel Committee meeting held on the 16<sup>th</sup> January 2020)**  
**(Staff matters)**

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.