



MINUTES OF THE PERSONNEL COMMITTEE MEETING

HELD ON TUESDAY 12th 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 18th February 2020.

5. MATTERS ARISING

- a. Matters arising from the Minutes of the Personnel Committee meeting held on the 18th 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 29th February 2020.
- ii. Staff Training Budget (summary) to 29th 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 16th 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.