

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Extraordinary Personnel Committee held on the Virtual Zoom Platform on Thursday 29th April 2021 at 6.00 p.m.

PRESENT: Councillors: J Dent, S Martin, J Peggs, J Rance (Vice-Chairman) and B Samuels (Chairman).

ALSO PRESENT: S Burrows (Assistant Town Clerk)

APOLOGIES: M Fox

17/21/22 ANNOUNCEMENTS:

The Chairman confirmed that all present could hear the proceedings.

The Chairman confirmed all persons present.

The Chairman confirmed the meeting was quorate.

The Chairman informed all attendees of the meetings procedures.

18/21/22 DECLARATIONS OF INTEREST:

a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

None.

b. Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

19/21/22 TO REPORT BACK ON ANNUAL LEAVE

It was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED** to approve remaining leave of ten days for a member of staff at year-end due to Town Council work commitments during the period of Covid-19.

20/21/22 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted and in accordance with Saltash Town Council Standing Orders and Terms of Reference.

The Chairman informed Members that the meeting is now in Part Two.

Due to the meeting being held virtually it was requested that Members raise their hands to confirm there is nobody else in the room with them and that the meeting remains confidential.

21/21/22 **STAFFING MATTERS**

Due to the nature of the business to be transacted and in accordance with GDPR regulations the Personnel Committee considered minute number 20/21/22 a confidential matter of the Personnel Committee and to remain confidential.

The Chairman updated members on staffing matters.

It was **RESOLVED** to note.

22/21/22 **DATE OF NEXT MEETING**

Tuesday 25 May 2021 at 6.30 pm

Rising at: 6:48pm

Signed: _____
Chairman

Dated: _____