

## **SALTASH TOWN COUNCIL**

### **Minutes of the Extraordinary Meeting of the Personnel Committee held at the Guildhall on Monday 1st November 2021 at 11.00 am**

**PRESENT:** Councillors: G Challen, S Martin (Vice-Chairman), S Miller and J Peggs.

**ALSO PRESENT:** S Mason Cornwall ALC Clerk to the Meeting.

**APOLOGIES:** G Taylor (Chairman)

---

Vice Chairman in the Chair.

#### **85/21/22 HEALTH AND SAFETY ANNOUNCEMENTS**

The Chairman informed those present of the actions required in the event of a fire or emergency.

#### **86/21/22 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. Acting Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

#### **87/21/22 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was proposed by Cllr Martin, seconded by Cllr Challen and **RESOLVED** to exclude the public and press due to the nature of the business to be transacted.

88/21/22

**TO APPOINT A MEMBER PANEL TO MANAGE CORRESPONDENCE FROM THE MONITORING OFFICER, WITH DELEGATED AUTHORITY TO AGREE ACTIONS AND ASSOCIATED EXPENDITURE.**

It was proposed by Cllr Challen, seconded by Cllr Peggs and **RESOLVED** that:

- a. the Personnel Committee appoints a Member Panel to manage correspondence from the Monitoring Officer, with delegated authority to agree actions and associated expenditure.
- b. Cllrs Challen, Martin, Miller, Peggs and Taylor are appointed to serve on the Member Panel.

It was proposed by Cllr Martin, seconded by Cllr Challen and **RESOLVED** that:

- a. the quorum for the Member Panel should be 3 Members.
- b. items requiring action between meetings would be taken by email consultation with all Panel Members.

**DATE OF NEXT MEETING**

Tuesday 23 November 2021 at 6.30 pm.

Rising at: 11:36 am.

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_