

PONTESBURY PARISH COUNCIL
Meeting of Personnel/Human Resources Committee
Held on Thursday 6th January 2022 at 6.30pm at The Pavilion

PRESENT

Cllr D Fletcher, Cllr M Trow, Cllr N Hignett, Cllr J Pritchard, Cllr A Hodges

IN ATTENDANCE: None

CLERK: Debbie Marais on zoom

No members of the public were present

PHR25.21 APOLOGIES FOR ABSENCE - None

PHR26.21 DECLARATIONS OF INTEREST AND DISPENSATIONS – None

PHR27.21 PUBLIC QUESTIONS AND COMMENTS - None

PHR28.21 MINUTES OF COUNCIL - The minutes were submitted and circulated as read. It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED that the minutes of the Council meeting held on 25th November 2021 be approved and signed as a correct record.**

PHR29.21 EXCLUSION OF THE PUBLIC It was proposed by Cllr A Hodges and seconded by Cllr J Pritchard and **RESOLVED to APPROVE** exclusion of the Press & Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (s1(2) Public Bodies (Admission of Meetings) Act 1960).

PHR30.21 REVIEW OF STAFFING BY GWILYM RIPPON AND ASSOCIATES – a review of the parish council staffing was undertaken during December 2021 and the report produced had been circulated to all members of the Personnel Committee for consideration.

The zoom meeting was muted by Cllr N Hignett so that the Personnel Committee members could discuss the review without the Clerk present.

It was proposed by Cllr D Fletcher and seconded by Cllr M Trow and **RESOLVED to APPROVE the following recommendations to Full Council at the meeting on 10th January 2022**

- a. **Increase Clerk’s salary to scp. 30 from 1 February 2022**
- b. **Appoint Finance Officer on scp. 18**
- c. **Delegated authority to Personnel Committee to undertake recruitment of Finance Officer**

Meeting ended: 7.30pm

Signed
Chair

Date