

Melksham Town Council

Minutes of the Personnel Committee meeting held on Tuesday 30th April 2024

PRESENT: Councillor S Crundell (Chair)

Councillor P Aves
Councillor J Oatley
Councillor T Price
Councillor J Hubbard
Councillor C Stokes
Councillor J Westbrook
Councillor A Westbrook

IN ATTENDANCE:

OFFICERS: Tracy Predeth Locum Clerk

PUBLIC PARTICIPATION: No members of the public or press were present.

1/23 Apologies

Apologies were received from Councillor Rabey and Councillor Ellis.

2/23 Declarations of Interest

There were no declarations of interest.

3/23 Minutes

The minutes of the previous meeting were not available.

4/23 Meet the Locum Clerk

The Mayor welcomed the Locum Town Clerk, Tracy Predeth to the meeting and invited her to provide a brief introduction.

The Locum was asked to provide a draft press release introducing herself and explaining that Linda Roberts, Town Clerk has resigned and will leave at the end of May.

5/23 Confidential Session

In view of the confidential and sensitive nature of the business about to be transacted, in accordance with the Public Bodies (Admission to meetings) Act 1960.
The public and press are excluded and are instructed to withdraw.

6/23 Staffing Matters

Members discussed the way forward for a recruitment of a new Town Clerk, it was agreed to arrange a strategy meeting to be held on the 19 May at mid day, all councillors will be invited to attend this event. The Locum Town Clerk was asked to arrange a working lunch and a facilitator for this event. The purpose of this meeting is to highlight the vision of the Council and future projects that need delivering. This will then result in the shape of the council going forward.

Meeting Closed at: 7.19 pm

Signed:

Dated: