

Melksham Town Council

**Minutes of the Staffing Committee meeting held
on Monday 27th March 2023**

PRESENT: Councillor S Crundell (Chair)

Councillor S Mortimer
Councillor P Aves
Councillor J Crundell
Councillor C Houghton

IN ATTENDANCE: Louisa Lewis – Note Taker

OFFICERS:

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

1/22 Apologies

There were no apologies.

2/22 Declarations of Interest

There were no declarations of interest.

3/22 Confidential Session

It was **RESOLVED** that in view of the confidential nature of the business to be transacted that the press and public are instructed to withdraw.

4/22 Staffing Matters

5/22 Reporting Lines

It was proposed by Councillor Houghton, seconded by Councillor J Crundell and

UNANIMOUSLY RESOLVED to approve the Reporting Line actions.

Confidential notes dated 27 March 2023 refer.

6/22 Buddy System

It was proposed by Councillor Houghton, seconded by the Town Mayor Councillor J Crundell and

UNANIMOUSLY RESOLVED to approve the introduction of a buddy system.

Confidential notes of the meeting dated 27 March 2023 refer.

7/22 Policy Read Sheet

It was proposed by Councillor the Town Mayor Councillor S Crundell, Councillor Houghton and

UNANIMOUSLY RESOLVED to approve the introduction of a policy read sheet.

Confidential notes of the meeting dated 27 March 2023 refer.

Meeting Closed at: Time Not Specified

Signed:

Dated:10th May 2023