

Melksham Town Council

Minutes of the Staffing Committee meeting held on Monday 4th December 2023

PRESENT: Councillor S Crundell (Chair)

Councillor P Aves
Councillor J Crundell
Councillor S Rabey Substitute for J Oatley

IN ATTENDANCE:

OFFICERS: Heather Parks Locum

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

50/23 Apologies

Apologies were received from Councillor Price

An apology for absence was received from Councillor Oatley who was substituted by Councillor Rabey

51/23 Declarations of Interest

There were no declarations of interest.

52/23 Minutes

The minutes of 28th November 2023, having previously been circulated, were approved as a correct record and signed by the Town Mayor, Councillor S Crundell.

53/23 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. It was proposed by Councillor S Crundell and Seconded Councillor Aves and

UNANIMOUSLY RESOLVED that the public and press are excluded and are instructed to withdraw at 6.15pm.

54/23 Staffing Matters

The staffing review report is expected before the end of the year. Councillor S Crundell proposed and Seconded Councillor Rabey and

UNANIMOUSLY RESOLVED to invite the consultant who carried out the review to attend a meeting with members to discuss the report. When members have been issued with the report, any questions are to be prepared in advance to put to the consultant.

55/23 Pay Policy 2023

This item had been dealt with at the previous meeting held on 28th November 2023.

55/23.1 TOIL

This item was dealt with at the last meeting on 28th November 2023

56/23 Acting Up Policy

It was proposed by Councillor S Crundell and Seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to approve the Acting Up policy.

Meeting Closed at: 7.00 pm

Signed:

Dated: