

Melksham Town Council
Minutes of the Personnel Committee
On 1st December
2025

PRESENT: Councillor S Rabey Town Mayor and Chair
Councillor P Aves
Councillor G Elson
Councillor J Oatley
Councillor C Stokes

IN ATTENDANCE None

OFFICERS Hayley Bell CEO/Town Clerk

PUBLIC No members of the public or press were present

25/25 Apologies

Apologies were received from the Deputy Town Mayor and Vice Chair Councillor J Westbrook, who was subbed by Councillor P Aves.

26/25 Declaration of Interest

There were no declarations of interest.

27/25 Public Participation

There was no public participation

28/25 People Officers Report

The report was received.

29/25 Appraisal Panel

It was **RESOLVED** to appoint Councillor Elson, Councillor Oatley and Councillor Rabey to the CEO Appraisal Panel for the Municipal Year 2026/27.

30/25 Streaming of Meetings

It was **RESOLVED** that the non-confidential session of Personnel meetings would be live streamed and uploaded to YouTube.

28/25 Confidential Session

It was **RESOLVED** to go into confidential session in view of the sensitive nature of the business to be discussed.

24/25 Staffing Matters

Verbal report was received and noted. No decisions were take.

Meeting closed at: Time not noted.

Signed Dated

DRAFT