



CATTERALL PARISH COUNCIL

**Minutes of the Personnel Committee meeting held on
Monday 7th August 2023 at 7:30pm at Catterall Village Hall**

Present: Cllrs J Finch, I Brayshaw, S. Kirkman and P Perks.

In Attendance: E Millington (Clerk and RFO).

1. Election of the Chairman

Councillors **resolved** to elect Cllr J Finch as Chair of the Personnel Committee for one year.

2. Apologies for Absence

None.

3. Declarations of Interest and Dispensations

There were no declarations of interest nor any request for a dispensation for any item on the agenda.

4. Public Participation

At the request of the Chair, councillors **resolved** to adjourn the meeting to allow non-councillors to speak.

At the conclusion of the public participation and at the request of the Chair, councillors resolved to reconvene the meeting.

5. Exclusion of the press and public

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960 councillors **resolved** to exclude the press and public to consider confidential employment matters.

6. Clerk's annual appraisal

The Clerk's annual appraisal was completed and objectives for the next year set.

Personnel Committee

Cllr. I Brayshaw, Cllr. J Finch, Cllr. P Perks and Cllr. S Kirkman