

Tibshelf Parish Council
Minutes of the Meeting of the Personnel Committee
Held at 7.00 pm on Tuesday 7th October 2014 in the Village Hall, Tibshelf

Present: Councillors A E Beckett, A L Dunn, S A Ellks, P Trevelyan and W Vardy

In attendance: E R Price, Parish Clerk.

Public Participation: No members of the public were present.

NON EXEMPT ITEMS

PER14/09 Apologies for absence

An apology for absence was received from Councillor R Heffer

PER14/10 Declarations of Interest

There were no declarations of interest.

PER14/11 Minutes of Meeting held 1st July 2014

The minutes of the meetings of Personnel Committee held on 1st July 2014 were moved by Councillor A Beckett and seconded by Councillor A Dunn and approved as a true record.

PER14/12 Village Hall Cleaning

The Clerk reported that the new cleaner had started her duties on 1st October and that to date all was working well and standards being maintained

PER14/13 Date of Next Meeting

The next meeting was scheduled to be held on 2nd December 2014

PER14/14 Exclusion of Public

It was Proposed, Seconded and Resolved that in view of the confidential nature of the business about to be transacted the press and public be excluded.

PER14/15 Summary of Staff Appraisals

The Clerk presented a summary of the staff appraisals which she had carried out over the summer. There were no issues to raise and all appraisals had been satisfactory.

Members suggested that the Clerk research the availability of any refresher courses, such as health and safety, COSHH and manual handling, which it may be appropriate for the Parish Rangers to attend. It was also agreed that the cleaners be supplied with protective tabards.

Signed.....

Date.....

The meeting closed at 8.05 p.m.