



CATTERALL PARISH COUNCIL

**Minutes of the Personnel Committee meeting held on
Tuesday 3rd October 2023 at 6:40pm at Catterall Village Hall**

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

In Attendance: E Millington (Clerk and RFO).

1. Apologies for Absence

Apologies for absence were received from Cllr I Brayshaw and the reason accepted.

2. Declarations of Interest and Dispensations

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

3. 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.

4. 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.

5. Lengthsman's contract and equipment

The Clerk will undertake a salary benchmarking exercise and report to the next personnel committee meeting.

Annual leave entitlement discrepancy will be reported to the full council at the 7th November 2023 meeting.

Personnel Committee

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