



Edenbridge Town Council



Town Clerk: Caroline Leet

Personnel | 02 Mar 2022 | Short Agenda (Excludes Confidential Items) | v:1

To Councillors: A Baker, M Gemmell Smith, A Layland, N Lloyd, M McArthur (Chair), S McGregor.

Notice is hereby given of a Personnel Committee Meeting to be held in Rickards Hall on 2 March 2022 at 2:00 pm, which Councillors are summonsed to attend.

Town Clerk
24 February 2022

To assist in the speedy and efficient dispatch of business members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Council Meetings may be recorded. Any person intending to make recordings is advised to notify the Clerk in advance so that appropriate arrangements can be made

Agenda

In view of the confidential nature of agenda items 5, 5.1, 5.2, 5.3, 5.4, 5.5, 5.6 and 5.7 to be discussed, the Chairman will move that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960 and the Local Government Act 1972 s100 and 102.

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1 **To Receive Apologies for Absence**

2 **Declarations of Interests or Predetermination**

The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.

3 **To Confirm the Minutes of The Committee Meeting Held on 15 October 2021**

https://www.edenbridgetowncouncil.gov.uk/mc-events/personnel-committee-3/?mc_id=640

4 **Matters Arising Not Covered Elsewhere**

In view of the confidential nature of the following items to be discussed the Chairman will move that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960 and LGA 1972 s100 & 102

In view of the confidential nature of agenda items 5, 5.1, 5.2, 5.3, 5.4, 5.5, 5.6 and 5.7 to be discussed, the Chairman will move that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960 and the Local Government Act 1972 s100 and 102.

5 **[CONFIDENTIAL] Discussion of Personnel Issues (verbal reports)**

Confidential item omitted from public papers.

5.1 **[CONFIDENTIAL] To receive a report on staff attendance/absence**
Confidential item omitted from public papers.

5.2 **[CONFIDENTIAL] To receive update on other staff matters**
Confidential item omitted from public papers.

5.3 **[CONFIDENTIAL] Annual Leave update**
Confidential item omitted from public papers.

5.4 **[CONFIDENTIAL] To note: staff annual appraisals have been completed**
Confidential item omitted from public papers.

5.5 **[CONFIDENTIAL] To receive an update on the Medical Insurance membership and costs**
Confidential item omitted from public papers.

- 5.6 **[CONFIDENTIAL] To receive an update on the staffing budgets 2021/20202 and 2022/23**
Confidential item omitted from public papers.

- 5.7 **[CONFIDENTIAL] To consider staffing vacancies and recruitment as considered at the meeting in October, and supported by full Council (October and January meetings)**
Confidential item omitted from public papers.