

07-05-22 PERS MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PERSONNEL COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 5TH JULY 2022**

Present Councillor J. Baskett (JB) (in the chair).

Councillors: S Crew (SC), D. Hobson (DH), G.E. Horton (GEH), Mrs. J. Makinson-Sanders (JMS), J. Simmons (JS) and D. Wing (DEW).

Councillors not present: Mrs. E. Ballard (EB).

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. M. Vincent, Cllrs: MB, ML and AL were also in attendance.

H1. Election of Personnel Committee Chairman

It was **RESOLVED** that Cllr. Mrs. JMS be elected as Chairman. Cllr. Mrs. JMS took the Chair.

H2. Election of Personnel Vice Chairman

It was **RESOLVED** that Cllr. SC should be elected as Vice Chairman.

H3. Apologies for Absence

Cllr. Mrs. EB.

H4. Declarations of Interest / Dispensations

Mrs. JMS – item 6 as a member of ELDC.

H5. Minutes

It was **RESOLVED** that the notes of the Personnel Committee Meeting held on 22nd March 2022 be approved as the Minutes.

H6. Appraisals

Cllr. Mrs. JMS to contact ELDC and arrange for a Zoom meeting to take place with all committee members and the Town Clerk regarding current staff appraisal rolling programmes.

H7. Closed Session

The Council **RESOLVED** to move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following items, information being of a third party nature in relation to:

- a) **Mayor's Serjeant** – it was **RESOLVED** that Mrs. Sandra Dykes would be the new Mayor's Serjeant and should be recompensed for expenses (twice yearly) as per budget. Further it was agreed that the Town Clerk should look to provide items of uniform as required (funds to be taken from the Civic budget). Cllr. Mrs. JMS thanked the Town Clerk's assistant for standing in as Mayor's Serjeant over the past year.

It was **RESOLVED** to move out of Closed Session.

H8. Next Meeting

The Committee noted that the date of the next scheduled Personnel Committee meeting was 1st November 2022.

The Meeting Closed at 9.42pm.

Signed _____ (Chairman) Dated _____