TownClerk@Eastleigh-TC.gov.uk

MINUTES OF THE PERSONNEL COMMITTEE MEETING OF EASTLEIGH TOWN COUNCIL HELD ON WEDNESDAY 3 DECEMBER 2025 AT 4:30 PM AT THE CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH

Those Present: Cllr K O'Neill (Chair), Cllr W Irish, Cllr M Ashton
In Attendance: Ruth Davies, Town Clerk

18 / 25 APOLOGIES FOR ABSENCE

RESOLVED: That the apologies for Cllr Richardson and Cllr Constable are approved for the reasons provided to the committee

19 / 25 REGISTER OF INTERESTS AND DISPENSATIONS

There were no interests declared for matters arising in the agenda.

20 / 25 MINUTES OF THE LAST MEETINGS

RESOLVED: That the Minutes of the meeting held on the 4 September are **approved** as an accurate record of the meeting.

21 / 25 PUBLIC PARTICIPATION

There were no members of the public present.

22 / 25 TO RECEIVE AN UPDATE ON THE OFFICER TRAINING AND DEVELOPMENT

The committee received an update from the Town Clerk on the training programme for officers, the topics covered in the sessions so far and the impact on the team.

23 / 25 CONFIDENTIAL SESSION

RESOLVED: That the committee exclude of members of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 prior to consideration of the following item by reason of the confidential nature (employment information) of the business to be transacted

24 / 25 TO RECEIVE THE PROPOSED PERSONNEL BUDGET FOR 2026 27

24 / 25 / 1 **RESOLVED:** That the committee **approve** the proposed personnel budget for 2026 27 resulting from the Asset Transfer programme and Strategic Plan projects

24 / 25 / 2 **RESOLVED:** That the committee **approve** the SCP for all employees and agree bands for roles and responsibilities

24 / 25 / 3 **RESOLVED:** That the committee **approve** remuneration levels as detailed

24 / 25 / 4 **RESOLVED:** That the committee **approve** recruitment timelines for new roles and impact on 2025 26 personnel budget

25 / 25 CONFIDENTIAL SESSION TO END

RESOLVED: That the committee invite the Press and Public back into the meeting

26 / 25 TO APPROVE THE RECRUITMENT PROPOSAL FOR EXPANSION OF THE COUNCIL TEAM

RESOLVED: That the committee **approve** the proposal to use an external service for the recruitment of 6 new posts, totalling 8 new appointments at a total cost of £6,222 to be paid in the budget year 2025 26

27 / 25 DATE OF NEXT MEETING

To confirm the date of the next meeting scheduled for the 18 February 2026 and the potential of requiring an additional meeting should budget decisions be required.

The meeting closed at 5:15pm.

Signed as a true record of the meeting:

Chair _____

Date _____