MINUTES OF THE PERSONNEL COMMITTEE MEETING OF EASTLEIGH TOWN COUNCIL HELD ON THURSDAY 4 AUGUST 2022 AT 6.30 PM AT THE LABOUR OFFICE, 69 LEIGH ROAD, EASTLEIGH

Those Present: Cllr K O'Neill (Chairman) Cllr W Irish (Vice Chairman), Cllr B Dedhia, Cllr M Ashton

In Attendance: Mrs T Predeth, Clerk

01/22 **APOLOGIES FOR ABSENCE**

There were no Apologies for absence.

02/22 I**NTERESTS AND DISPENSATIONS**

There were no Interests or Dispensations Received.

03/22 **PUBLIC PARTICIPATION**

There were no members of the public present or questions raised in advance of the meeting.

04/22 **FUTURE STAFFING**

Members consider the future staffing requirement for the Town Council.

RESOLVED: To extend the interim Town Clerks contract until end April 2023.

To recruit an Assistant Clerk for 2 days a week, flexible hours over the month.

To make provision in the staffing budget for additional staff as the Council expands its services.

It was agreed that the Clerk and Cllr O'Neill will formulate an advert and obtain advice from HALC on the suitable pay scales.

It was agreed that this role also requires a Council laptop and Printer.

The Clerk was asked to produce a staffing policy for consideration at the next meeting.

05/22 **HALC – HR SUPPORT**

RESOLVED: To affiliate to the HALC, LCPD Gold package for HR support.

06/22 **DATE OF NEXT MEETING**

The date of the next meeting to be confirmed.

The Meeting closed at 19.00 pm.

Chairman …….

Date ……