TownClerk@Eastleigh-TC.gov.uk

MINUTES OF THE PERSONNEL COMMITTEE MEETING OF EASTLEIGH TOWN COUNCIL HELD ON THURSDAY 26 AUGUST 2026 AT 7 PM AT THE CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH

Those Present: Cllr A Winstanley (Chair), Cllr Park (late arrival) Cllr Richardson, Cllr Sharma
In Attendance: Mrs R Davies, Town Clerk

1 / 26 APOLOGIES FOR ABSENCE

RESOLVED: That the apologies for Cllr Clifton and Cllr Barrett are approved.

2 / 26 REGISTER OF INTERESTS AND DISPENSATIONS

There were no declarations of interest

3 / 26 MINUTES OF THE LAST MEETINGS

RESOLVED: That the Minutes of the meeting held on 24 February 2026 are **approved** as an accurate record of the meeting.

4 / 26 PUBLIC PARTICIPATION

There were no members of the public present.

5 / 26 TO NOTE THE EMPLOYMENT INFROMATION PREVIOUSLY PROVIDED TO THE COMMITTEE

5 / 26 / 1 The committee received the list of policies relating to personnel
5 / 26 / 2 The committee noted the calendar of actions

6 26 CONFIDENTIAL SESSION

RESOLVED: That the committee **approved** to 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.

6 / 26 / 1 The committee received and noted the SLT Objectives for 26 27, there no actions

6 / 26 / 2 The committee received an update on the Maternity leave cover put in place

6 / 26 / 3 The committee received the Personnel Budget as approved by council 4 February 2026 and noted the variances in year

6 / 26 / 4 **RESOLVED:** The committee received and approved the personnel requests for £1750 and £1200 respectively

6 / 26 / 5 The committee received an update on the 3 month and 12-month personnel reviews and noted the actions which were taking place

6 / 26 / 6 The committee noted the team capacity and TOIL levels currently

7 / 26 CONFIDENTIAL SESSION TO END

RESOLVED: That the committee **approved** to invite the Press and Public back into the meeting.

8 / 26 DATE OF NEXT MEETING

That the next scheduled meeting date is the 25 November. Due to other commitments of the Chair and Vice-Chair a request is made to reschedule this meeting.

The meeting closed at 8:15 pm.

Signed as a true record of the meeting:

Chair _____

Date _____