

CONFIDENTIAL

Haverhill Town Council

Minutes of Haverhill Town Council's

PERSONNEL COMMITTEE

Held on Tuesday 2nd October 2018 at 20:17pm at Haverhill Arts Centre, Haverhill



Haverhill
TOWN COUNCIL

Present: Councillor M Byrne (Chairman)
Councillor A Bramwell
Councillor B Robbins

Apologies: Mayor A Brown
Councillor P Fox

Absent: Councillor C Turner

In Attendance: Colin Poole (Town Clerk)

One member of the public was present.

Welcome:

Councillor Byrne welcomed everyone to the meeting.

P18 /023 Apologies for Absence
The above apologies were noted.

P18 /024 Declaration of Interests and requests for Dispensations
None

P18 /025 Minutes of the last meeting
The minutes of the meeting held on 5th June 2018 were approved as an accurate record.

P18 /026 Staff Handbook
The Committee reviewed proposed amendments to bring the handbook up to date with recent legislative changes.
To recognise the implementation of GDPR, references to the Data Protection Act 1998 were amended to just refer the 'Data Protection Act', to accommodate the 2018 Act.
Following changes made to the right for employees to have time off for public duties, it was agreed to delegate to the Clerk responsibility for ensuring this was up to date.
A number of minor amendments and corrections were made.
It was proposed by Councillor A Bramwell, seconded by Councillor B Robbins that the above amendments be approved.
RESOLVED

P18 /027 Exclusion of Press and Public
It was proposed by Councillor A Bramwell, seconded by Councillor B Robbins, that under the Public Bodies (Admission to Meetings) Act 1960,

Action

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that the public and representatives of the media be excluded due to the confidential business to be transacted – HR Matters.

RESOLVED

**P18
/028**

Staffing Matters:

[Redacted content]

iii. [Redacted content]

**P18/
029**

Any other Urgent Staff Matters
None

**P18
/030**

Date of Next Meeting
TBA

**P18
/031**

Closure
The meeting closed at 21:12pm.

Signed
Chairman

Date.....