

KESSINGLAND PARISH COUNCIL



Minutes of the meeting for the **Personnel Committee** **Held at 1pm on Monday 11th August 2025** in the Council Chamber, Marram Green

Members present: Cllrs C. Cook, N. Glendinning (Chair), I. Graham & A. Green
Other members present: Cllr S. James
Clerk to the Meeting: S. Hogg (Deputy clerk) & D. Blowers (Admin/Committee Clerk)

14. Chair's welcome

The Chair welcomed Councillors to the meeting and explained the meeting protocol.

15. Apologies for absence

Apologies for absence were received from Cllr Boyle. Cllr James proposed acceptance for these which Cllr Cook seconded with all in favour.

16. Declarations of Interest

There were no Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the agenda and there are no written requests for dispensations for Disclosable Pecuniary Interests. A dispensation has been granted to:

Cllr Green in respect of his role as District Councillor & Church Warden

17. Minutes of the previous meeting

Cllr James proposed the minutes of the Personnel Committee meeting 14th May 2025 be adopted as an accurate record of the meeting. This was seconded by Cllr Green with all in favour.

18. Public participation

There were no members of the public present.

19. Staffing Matters

- 19.1 Cllrs agreed the recommendation of the NJC pay scales and Cllr Green proposed to accept and backdate to the 1st April 2025. This was seconded by Cllr Graham with all in favour.
- 19.2 To note a member of the Youth Café team has resigned and an exit interview was conducted. (Confidential)
- 19.3 To note interviews have taken place and to consider the recommendations from the interviewing panel for recruiting two additional members of staff for the Youth Café Leader positions. (Confidential)

20. **Date of next meeting**

The next meeting of this committee will be scheduled when required.

21. **Exclusion of the Press & Public**

Cllr James proposed that in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 (Sections 100 and 102), the public and press be excluded for the remaining items of business due to the confidential nature of the business to be transacted including contractual and personnel related matters. This was seconded by Cllr Graham with all in favour.

22. **Close of meeting**

This meeting closed at 1.40pm.