

AGENDA

PERSONNEL COMMITTEE

Agenda for the informal meeting to be held on Thursday, 18th November 2021
at 7.00pm via Zoom Meeting ID: 839 8820 4650
Passcode: 554280

For public health reasons, during the Coronavirus pandemic, Sandbach Town Council will not be holding a physical Council or Committee meeting until 31 January 2022 (Inclusive).

Therefore, this is not a formal meeting of the Council for the purposes of the Local Government Act 1972 and the outcomes of any votes are for the purpose of consultation and obtaining the view of members of Council only. No decisions can be made at this meeting . Holding an informal meeting of Council on a virtual basis will however fully enable all councillors to have a voice on the issues they wish to debate.

Following this meeting, decisions on the indications presented by Members will be considered by the Acting Town Clerk, in consultation with the relevant Members, under STC Standing Order 27.

Although this is not a formal meeting, the majority of usual rules for debate in the Constitution and the Protocols for Remote Meetings will be followed by choice in order to provide structure and to enable maximum efficiency.

1. EXCLUSION OF PUBLIC AND PRESS

For Members to consider and indicate which items of the Informal Personnel Committee Meeting should be considered with the exclusion of public and press [Public Bodies (Admission to Meetings) Act 1960].

2. APOLOGIES FOR ABSENCE

To note any apologies received by the Acting Town Clerk in advance of this meeting, including reason for absence.

3. CO-OPTION TO THE PERSONNEL COMMITTEE

For Members to consider the requests from Cllrs Nevitt and Adams to join the Committee.

4. DECLARATIONS OF INTEREST

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in relation to any item on the agenda.

5. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting of the Committee are presented for Members to indicate whether they consider the minutes to be a true reflection of the meeting.

6. UPDATE ON THE TOWN CLERK

To receive an update from the Acting Town Clerk and discuss further actions, as required.

7. UPDATE ON STAFFING POSITION AND ROLE RE-ALLOCATION

Item deferred from previous meeting.

[Attached: Report]

To receive update from the Acting Town Clerk and for Members to indicate views regarding report recommendation and further actions.

8. EQUALITY TRAINING

To receive feedback from the Acting Town Clerk.

9. EMPLOYEE HANDBOOK

Deferred to the Committee from Council Meeting held 22 September 2021, for the document to be considered.

10. AIR PURIFICATION

[Quote Attached]

To note and discuss quotation, with preferences and any support for progressing to be confirmed to the Acting Clerk.

11. CORRESPONDENCE

11.1 Cheshire Pension Email Dated 21st October 2021

To consider their consultation on Pensions Administration Strategy and verify Members views on providing feedback.

12. ITEMS FOR NEXT MEETING

- Real Living Wage increase Nov 2021

13. DATE, TIME AND PLACE OF NEXT MEETING

The next Informal Personnel Committee Meeting will take place on Wednesday, 19th January 2022, via zoom.