



SANDBACH
Town Council

PERSONNEL COMMITTEE

Minutes for the meeting held on Wednesday, 8th January 2025
at 7pm in Sandbach Enterprise Centre.

Present Councillors S Broad
A Nevitt (Mayor)
J Arnold
D Poole
S Richards
S Wright
G Price Jones
M Mitchell

Cllr Arnold was confirmed as Chair for the meeting.

1. APOLOGIES FOR ABSENCE

None.

Absent without apologies: Cllrs Hough and MacGregor.

2. DECLARATIONS OF INTEREST

The meeting Clerk confirmed they would leave the room during discussion and voting on item 7 (Staffing Matters).

3. ITEMS TO BE CONSIDERED IN THE ABSENCE OF PUBLIC AND PRESS

Lead: Chair

Resolved: *Under the Public Bodies (admission to Meetings) Act 1960, the public and accredited representatives of newspaper be excluded from the meeting for items 5 - 7 of business on this agenda on grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.*

As there were no members of public in attendance, the meeting was not adjourned for questions.

4. MINUTES OF THE LAST MEETING

Deferred to next meeting as minutes unavailable.

5. TOR

[Current versions shared via website <https://sandbach.gov.uk/council-committees/>]

Lead: Chair

Terms of reference for the Personnel and Appeals committees were considered at length and revisions agreed, with draft documents produced for Council review.

Resolved: Amended Terms of Reference for the Appeals and Personnel Committees are recommended to Council 22nd January 2025 for approval and adoption.

6. PANEL MEMBERSHIP

Lead: Chair

Members received an update on the hearing panel.

7. STAFFING MATTERS

Lead: Chair

Members discussed various disciplinary matters currently being guided by external HR support provider.

8. ITEMS FOR FUTURE MEETINGS

Draft Recruitment Process to be presented by the Meeting Clerk
Staff training request.

9. DATE OF NEXT MEETING

Date of the meeting to be confirmed.

Meeting Closed 9.20pm
Cllr J Arnold, Deputy Mayor in the Chair
KP