MINUTES of the **PERSONNEL COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 9 November 2016** at **6.15pm**

PRESENT: Cllr Jan Garfield (Chairman)
Cllr K Williams (Vice-Chairman)
Cllr T Green
Cllr N Barber
Cllr D Savage

OFFICERS: Mr A Tadjrishi (Town Clerk)

307. APOLOGIES FOR ABSENCE

There were none.

308. DECLARATIONS OF INTEREST

There were none

309. REQUESTS FOR DISPENSATION

There were none.

310. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Personnel Committee Meeting held on 6 September 2016 be signed by the Chairman as a true record.

311. EXCLUSION OF PRESS AND PUBLIC (STAFFING MATTERS)

Committee agreed that, in accord with the Public Bodies (Admissions to Meetings) Act 1960 s.1 (2), due the confidential nature of the business which was to be transacted, it was advisable that the press and public be temporarily excluded.

It was RESOLVED that the Press and Public be excluded and instructed to withdraw.

312. STAFFING MATTERS

Members considered the confidential report on staffing matters.

It was RESOLVED that the recommendations in the report be approved as presented.

313. CLOSURE

The meeting was closed at 6.37pm. The next meeting was noted as being scheduled for Wednesday 12 April 2017 at 7.30pm.

Date: _____ Chairman: _____