

**Minutes of a meeting of the Personnel Committee held on Friday 18 August 2017  
at 10:00am in the Council Chamber of Beccles Town Hall**

**PRESENT:** J D Harris, Chair  
G Catchpole, Deputy Chair  
M Haynes  
R Kathuria  
R Stubbings

**IN ATTENDANCE:** Mrs C Boyne, Town Clerk

**MEMBERS OF PUBLIC:** None

**1. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bubb and Brambley-Crawshaw.

**2. TO ELECT A CHAIR AND DEPUTY CHAIR FOR 2017-18**

Councillor Stubbings proposed that Councillor Harris remains as chair. This was seconded by Councillor Kathuria, a vote was taken and it was

**RESOLVED** That Councillor Harris is elected chair for 2017-18

Councillor Haynes proposed that Councillor Catchpole is elected as deputy chair. This was seconded by Councillor Stubbings, a vote was taken and it was

**RESOLVED** That Councillor Catchpole is elected deputy chair for 2017-18

**3. TO RECEIVE DECLARATIONS OF INTEREST OR ANY REQUESTS FOR THE GRANTING OF DISPENSATIONS IN RELATION TO ANY DISCLOSABLE PECUNIARY INTERESTS IN ITEMS ON THE AGENDA**

There were none.

**4. TO ACCEPT FOR ACCURACY AND ADOPTION THE MINUTES AND THE CONFIDENTIAL MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON FRIDAY 17 MARCH 2017**

**RESOLVED** To accept for accuracy and adoption the minutes and the confidential minutes of the Personnel Committee meeting held on Friday 17 March 2017

**5. TO CONSIDER ADVERTISING FOR A NEW SERGEANT AT MACE**

The clerk reported that Martin Dobson, the Warrant Officer of the Beccles Air Cadets, had expressed an interest in the role. The committee agreed that it



would be preferable to approach suitable candidates first before advertising the role more widely. It was suggested that if Martin was not interested, he could be asked to put forward the name of somebody else in the unit that he may think is suitable.

The clerk suggested retired PC Stirling Parsk as another possibility.

Councillors were asked to contact the clerk with any other possible candidates.

**RESOLVED** That approaches are made to possible candidates initially for the role of Sergeant at Mace before the role is publicly advertised

**6. TO CONSIDER THE PRINCIPLE OF ACCEPTING WORK EXPERIENCE PLACEMENTS**

It was agreed that whilst it was good practice to offer work experience opportunities, there were practical difficulties in finding office space, finding appropriate work and giving guidance. With only two staff in the office, it was felt that the council was not a big enough organisation to accommodate work experience placements at this time.

It was agreed that there may be certain times of the year when a work experience placement could be beneficial. The clerk would monitor this. In the meantime, it was agreed to review the council's position again in one year.

**RESOLVED** That council does not offer work experience placements at this time, and that this position is reviewed again in one year

**7. ADMISSION TO MEETING - PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 IT IS PROPOSED THAT, BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, THE PUBLIC AND PRESS LEAVE THE MEETING DURING CONSIDERATION OF THE REMAINING MATTERS**

