

**Minutes of Okehampton Town Council remote Personnel Sub-Committee Committee Meeting held on Monday 14<sup>th</sup> September 2020 at 6.15am**

**Committee Members Present:** Councillor B Tolley (Chairman Policy & Resources)  
Councillor J Yelland (Mayor)  
Councillor J Goffey (Chairman, Property)  
Councillor A Leech (Chairman, Planning)

**In Attendance:** Mrs E James (Town Clerk)

**233** **Apologies for Absence** – Cllr Marsh was absent having been unable to connect.

**234** **Minutes** – The minutes of the Personnel Sub-Committee meeting held on 18<sup>th</sup> October 2019 were **APPROVED** on the proposition of Cllr Goffey, seconded by Cllr Leech.

**Action**

**PART TWO ITEMS**

It was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Leech, seconded by Cllr Goffey.

*(The Clerk left the meeting)*

**235** **Training Request** – The Committee considered the request by the Clerk. On the proposition of Cllr Leech, seconded Cllr Goffey, it was **RESOLVED** to recommend to the Policy & Resources Committee that the request be approved as set out in the notes emailed to the Clerk by Cllr Tolley.

**236** **Staffing Matters** – The Chairman updated the Committee on the progress of the Grievance and was awaiting procedural advice to finalise the work needed to complete the process.

**Action**

Clerk

On the proposition of Cllr Leech, seconded Cllr Goffey, it was **RESOLVED** to exit Part Two and ratify decisions made in Part Two.

*(The Clerk returned)*

The meeting was closed at 6.55pm

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**Cllr Tolley**  
**Chairman**