

**Minutes of Okehampton Town Council Personnel Sub-Committee Committee Meeting
held on Monday 13th November 2023 at 6.30pm in the Committee Room,
Town Hall, Okehampton**

Committee Members Present: Councillor J Yelland (Chairman, Policy & Resources)
Councillor A Fisher (Mayor)
Councillor R Colman (Chairman, Property)
Councillor C Holt (Chairman, Parks)
Councillor T Leech (Chairman, Planning)

In Attendance: Mrs E James (Town Clerk)

- 360** **Election of Chairman** – On the proposition of Cllr Leech, seconded Cllr Colman it was **RESOLVED** to appoint Cllr Yelland as Chairman.
- 361** **Apologies for Absence** – None.
- 362** **Minutes** – The minutes of the Personnel Sub-Committee meeting held on 25th July 2022 were unanimously **APPROVED** and signed by the Chairman.

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 Fisher, seconded by Cllr Holt

- 363** **Staffing Matters** – A letter from a member of staff dated 19th October 2023 along with a confidential report were read and considered.

On the proposition of Cllr Leech, seconded Cllr Colman it was **RESOLVED** to recommend Option 1 of the report to the Policy & Resources Committee.

On the proposition of Cllr Fisher, seconded Cllr Holt, it was **RESOLVED** to recommend Option 2 as noted on a copy of the report to the Policy & Resources Committee. It was further proposed by Cllr Fisher, seconded Cllr Holt to recommend this take effect from 1 December 2023.

Action

Clerk

On the proposition of Cllr Holt, seconded Cllr Colman, it was **RESOLVED** to exit Part 2 and ratify decisions made therein.

The meeting was closed at 6.55pm.

**Cllr
Chairman**