

Draft minutes of the Personnel Committee meeting held  
on 23rd October 2023 at 6:00pm at Combe Martin Community Centre.

Present: Cllrs. T Seldon (Chairman), A Corner, D Optix, and M Worth.

Also in attendance: Andrew Wyer (Clerk) and 0 members of the public.

Before the meeting started the Clerk apologised to the Committee for the typo in the Agenda which named Cllr Optix as Chairman of the Committee, instead of Cllr Seldon.

PER/23/008. Apologies

There were apologies sent and accepted from Cllr Smallridge.

PER/23/009. Declarations of Interest

The Clerk declared an interest in A.I. 6 (PER/23/013).

PER/23/010. Public Participation

There were no members of the public present.

PER/23/011. Minutes

It was RESOLVED to approve and sign the minutes of the Personnel Committee meetings held on Monday 3<sup>rd</sup> July 2023.

PER/23/012. Part 2

It was RESOLVED to exclude the public and press from the following items as they would likely include the disclosure of confidential information.

PER/23/013. Staff appraisals and wages.

The Committee conducted the Clerk's appraisal and heard the summary of the other staff appraisals. Based upon this they agreed what salary scale points should apply for next year – detailed in a confidential report for Council.

PER/23/014. Assets Manager Vacancy

The Committee shortlisted the applications, with one application standing out over the others. It was decided that the Clerk should approach this candidate to discuss starting salary, date, and the probationary process.