

**WEST MERSEA TOWN COUNCIL**

**MINUTES OF PERSONNEL COMMITTEE MEETING**

**HELD ON MONDAY 6<sup>TH</sup> FEBRUARY 2017 AT 7PM**

**PRESENT** Councillor Carl Powling (Chairman)  
Councillor David Bragg  
Councillor Peter Clements  
Councillor Robert Jenkins  
Councillor Paula Moore

In attendance: Petra Palfreyman (Town Clerk)

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Weaver & Banks

2. DECLARATIONS OF INTEREST

There were no declarations of interest received.

3. Mayor to MOVE that the press and public be excluded during the transaction of the following items on the grounds that publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

4. STAFF BUDGET

£167513 has been included in the budget for staff costs.

5. STAFF APPRAISALS

Cllr Powling has requested that VINE HR are engaged to review the staff contracts and recommended that staff appraisals should be introduced and will be considered once the staff contracts have been reviewed.

6. STAFF TRAINING

A sum of £500 is shown in the budget for staff training.

7. STAFF PAY INCREMENTS

Staff pay increments will be reviewed after the contracts are reviewed.

There being no further business, the meeting closed at 8.35pm