

Minutes of a meeting of the **Personnel Committee** of **Bingham Town Council**, held in The Old Court House, Church Street, Bingham, on **Tuesday, 24th January, 2017**, at **7.00 p.m.**

**PRESENT:**

Councillor Mrs K Vallance - Chairman  
“ R. Bird  
“ Mrs. J. Costello  
“ A. Harvey  
“ Mrs. S. Hull  
“ Mrs. E. Hutchison  
“ J. Stockwood

**IN ATTENDANCE:**

Councillor Mrs. A. Langford  
“ F. Purdue-Horan  
“ A. Shelton

**1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:**

There were no Apologies for Absence.

**2.00 DECLARATIONS OF INTEREST:**

There were no Declarations of Interest received.

**3.00 MINUTES**

The Minutes of the meeting held on the 3rd January, 2017, Folios 8527/8529, were taken as read, approved and signed by the Chairman as a correct record.

**4.00 MATTERS ARISING**

There were no Matters Arising to report.

**5.00 PERSONNEL POLICIES AND PROCEDURES:**

It was agreed that the Locum Clerk would look at the Lone Worker Policy within similar Authorities and draft a Lone Worker policy for approval at the next meeting of the Full Council.

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Minutes of a meeting of the **Personnel Committee** of **Bingham Town Council**, held in The Old Court House, Church Street, Bingham, on **Tuesday, 24th January, 2017**, at **7.00 p.m.** continued.....

**6.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**PRIOR TO THE COMMENCEMENT OF THE FOLLOWING BUSINESS, THE FOLLOWING RESOLUTION WAS PROPOSED, SECONDED AND CARRIED:**

“In view of the confidential nature of the business about to be transacted, the Press and public be excluded from the remainder of the meeting.”

The following matters were discussed:-

- 01 STAFFING ISSUES**
- 02 IT RELATED ISSUES**
- 03 UPDATES ON COMPLAINTS AND GRIEVANCE MATTERS**

As there was no further business to discuss, the meeting closed at 9.30 p.m.

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CHAIRMAN

Date: .....