

Minutes of an Extraordinary Meeting of the **PERSONNEL COMMITTEE** held at the **TOWN HALL, SWANAGE** on **MONDAY 27th JANUARY 2025** at 2.30 p.m.

PRESENT:-

Councillor W.S. Trite – Chairman

Councillor M. Bonfield

Councillor T. Foster (Town Mayor)

Councillor C. Moreton

Councillor S. Vile

Also Present:-

Dr M. Ayres

Town Clerk

Ms G. Percival

Assets & Compliance Manager

Public Participation Time

There were no members of the public present at the meeting.

1. **APOLOGIES**

There were no apologies for absence to report.

2. **DECLARATIONS OF INTEREST**

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with Section 9 and Appendix B of the Council's Code of Conduct.

No declarations of interest were made at this point of the meeting.

3. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING AGENDAS**

No items of information or matters for forthcoming agendas were raised.

EXCLUSION OF PRESS AND PUBLIC

Proposed by the Chairman, seconded by Councillor Foster and RESOLVED UNANIMOUSLY:-

That, under Standing Order No. 1 c), in the public interest, the press and public be excluded from the Meeting in view of the confidential nature of the business to be transacted under agenda item 4 (due to data protection requirements).

4. **TO CONSIDER CONFIDENTIAL EMPLOYMENT MATTERS**

The Chairman made a brief statement further to a hearing that had been convened earlier in the day in accordance with the Council's Absence Management Policy. It was noted that the hearing had been adjourned and would reconvene during February, the outcome of which would be reported to a future meeting of the Personnel Committee.

Councillor Bonfield declared a personal interest in the following matter and left the Meeting at 2.40 p.m.

The Chairman and Town Clerk provided an update in respect of a second confidential employment matter, the content of which was noted. It was AGREED:

That the course of action proposed by the Town Clerk be approved.

5. **DATE OF NEXT MEETING**

It was noted that the next meeting had been scheduled for 11.00 a.m. on Wednesday 23rd April 2025.

The meeting closed at 3.00 p.m.
