



# Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

Telephone: 01832 272055

Email: [admin@oundle.gov.uk](mailto:admin@oundle.gov.uk) Website: [www.oundle.gov.uk](http://www.oundle.gov.uk)

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## Minutes of the Extraordinary Personnel Committee Meeting held on Tuesday 1<sup>st</sup> March 2022 at 7.00pm in the Oundle Suite, Fletton House.

**Members Present:** Cllrs I Clark, D Chapple, R Reichhold, P King and P Davis

**In attendance:** Emma Baker – Town Clerk

### 21.08P. Apologies for Absence

21.08P.01. To receive apologies for absence.

Apologies were received from Cllr Chesser

### 21.09P. Declarations of Interests

To receive and consider any declarations of interest from Members under Section 50 of the Local Government Act 2000 (*Standing Order 13*)

(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

21.09P.01. To declare any Disclosable Pecuniary Interests.

21.09P.02. To declare any Other Interests.

21.09P.03. To consider any requests for Dispensation.

21.09P.04. To report any gifts or hospitality accepted over the value of £50.00.

21.09P.05. To report any inappropriate gifts or hospitality offered.

### 21.10P. Representations from Interested Parties

A period of no longer than 10 minutes will be allocated for members of the public to address the meeting about items on this agenda **at the Chairman's discretion.** (*Standing Order 3e and 3f*)

### 21.11P. Consideration of Requests from Interested Parties

### 21.12P To approve the minutes of previous meetings.

21.12P.01. PROPOSITION: *'To approve and sign the minutes for the Personnel Committee meeting held on 9<sup>th</sup> November 2021 as an accurate record.'* (*Standing Order 12*).

**Proposed:** Cllr Reichhold

**Seconded:** Cllr King

**Resolved:** All in favour

### 21.13P Personnel Matters

*Please note that in view of the special and/or confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw (Standing Order 3c).*

**Proposed:** Cllr Chapple      **Seconded:** Cllr Reichhold      **Resolved:** All in favour

The meeting closed at 7.01pm

Cllr Davis arrived at the meeting at 7.14pm

The meeting opened at 7.17pm

21.13P.01.      To consider Hub Manager job description and agree next steps.  
The job description was approved Subject to amendments and the adding up to 25 hours to it. It was agreed that the Clerk circulate the vacancy locally.

21.13P.02.      To review staff salaries and approve any increase for the current financial year  
It was agreed to increase the salaries by 1.75% as confirmed.

**Proposed:** Cllr Davis      **Seconded:** Cllr King      **Resolved:** All in favour

**21.14P. Any other business for Report only**

There were no other items of business for report.

The meeting closed at 7.17pm

Signature:.....  


Dated:.....  
26/9/22.