

**BROCKWORTH PARISH COUNCIL
MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE
HELD ON WEDNESDAY 19 MARCH 2014 AT 7.00PM AT BPC OFFICES**

Present: Cllr J Hunt (Chair), Cllr C Neal, Cllr R Furolo, Cllr J Clarke, Cllr V Perez,
Mrs J Shirley (Parish Clerk)

198/PC APOLOGIES FOR ABSENCE
Apologies were received from Cllr Miles.

199/PC TO RECEIVE DECLARATIONS OF INTEREST
None

200/PC MINUTES
The minutes from the Personnel Committee meeting held on 26 February 2014 were approved.

201/PC SEPARATE BUSINESS
Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the public and press were excluded from the meeting during the consideration of:

1. The Committee reviewed the staff overtime for the previous 3 months.
2. The Committee received copies of the staff annual performance appraisals completed to date and authorised the Chairman to sign the appraisals on behalf of the Committee. The remaining appraisals will be provided to the Committee at the next meeting.
3. The Committee delegated Cllr Neal and Cllr V Perez to carry out the Clerk's annual performance appraisal. **Action: Clerk** to email Cllr Perez to arrange a convenient day/time.
4. The Committee reviewed the updated Pension Policy and requested that the first paragraph be re-worded to make the meaning clearer, and that the table containing the contribution bands should be made clearer that it relates to the LGPS only; the Policy was approved with those amendments. **Action: Clerk.**

202/FC DATE OF NEXT MEETING
The next meeting will be held on Wednesday 7 May 2014 at 6.30pm, prior to the Full Council meeting. **Action: Clerk** to provide an update on the newly appointed Cook.

There being no further business, the meeting closed at 7.50pm.

Signed

Date