

**BROCKWORTH PARISH COUNCIL
MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE
HELD ON WEDNESDAY 7 MAY 2014 AT 6.30PM AT BPC OFFICES**

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

203/PC APOLOGIES FOR ABSENCE
Apologies were received from Cllr Miles and Cllr Clarke.

204/PC TO RECEIVE DECLARATIONS OF INTEREST
None

205/PC MINUTES
The minutes from the Personnel Committee meeting held on 19 March 2014 were approved.

206/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 received an update regarding the second cook who is 2 months into the probationary period. There were some improvements identified and the Clerk will address these matters. The Clerk was authorised to use agency staff if cover required during the Catering Supervisor's holiday.
2. The Committee noted that the kitchen assistant and second cook have swapped working days to ensure we have two cooks in the kitchen on Tuesdays, which is a busier day than Mondays.
3. The Committee extended the temporary contract of the kitchen assistant for a further 6 months. **Action: Clerk.**

207/FC DATE OF NEXT MEETING
The next meeting to be arranged as required.

There being no further business, the meeting closed at 7.00pm.

Signed

Date