

# LYDNEY TOWN COUNCIL

## PERSONNEL COMMITTEE MEETING – 2016/08/23 – 65

MINUTES OF THE PERSONNEL COMMITTEE MEETING held in the Council Chamber, Claremont House, Lydney on Tuesday 23 August 2016 at 2.37 pm.

**PRESENT:** Cllrs B Pearman (Chairman), C Harris and A Preest

Mrs J Smailes – Chief Executive Officer (CEO)

Miss C Wheeler – Executive Officer (EO)

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Cllr Pearman informed all present that no practice fire evacuation had been scheduled for the duration of the meeting. All attendees were then informed of the locations of the nearest fire exits.

1. **APOLOGIES**  
Apologies for absence were received and noted from Cllrs Berryman and Street.
2. **DECLARATIONS OF INTEREST**  
None.

**EXCLUSION OF THE PUBLIC & PRESS  
Page 66 - 67 (Inclusive) - CLOSED SESSION**

*Standing orders suspended in order that the Council may continue in "closed session" under the provisions of The Public (Admission to Meetings Act 1960) as the business to be discussed is considered to be of a confidential nature*

3. **ACCOUNTING SOFTWARE**
  - Overview of issues regarding system provided to Members by CEO
  - Ratification of the decision to discontinue with the financial package software **proposed by Cllr Harris, seconded by Cllr Preest. Unanimous.**
  - Expenditure of £3,756.11 noted.
4. **STAFFING/TRAINING**
  - That the Council did not wish to meet the cost of pursuing a Parks for People and Green Flag funding bid. However, if the decision was taken to pursue the cycle path it would wish to re-assign the CPA to that of the Cycle Project Worker's post (increased hours funded by Lydney Town Council (LTC) and participating Parish/Town Council's; employer (LTC) would be required to meet employment on-costs.
  - CEO to vary contract for seasonal worker by mutual consent to a full-time basis for a period of 12 months and that the corporate budget for 2017/2018 would include provision for a full-time post.
5. **APPROVAL OF MINUTES**
  - Minutes of today's meeting duly approved and Chairman, Cllr Pearman, signed minutes as a

Meeting closed at 3.17 pm

Chairman .....  .....

Date ..... 23/8/16 .....