



Nelson
Town Council

Nelson Town Council
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Minutes of a meeting of the Personnel Committee held on Wednesday 19th July 2023 at the Unity Well Being Centre, Vernon Street, Nelson, Lancashire

Commenced: 6.30pm - Concluded: 7.30pm

Councillors Present: Zafar Ali, Thabasum Ruby Anwar, Rehan Hanif, Mohammad Kamran Latif and Sheila Wicks

Absent Councillors: Mohammed Sufyaan Sarwar

Non-Councillor (without voting rights): Kerstie Skeaping, Ali Baig and Russell Tennant

Observing Councillors (not a member of the committee): None permitted

Officers: Nick Harbour – Assistant Town Clerk [minute taker]

Members of the Public: None

2023/001 (P)	<u>ELECTION OF COMMITTEE CHAIRMAN</u> To elect a committee chair for the ensuing year Proposed by Councillor Anwar and Seconded by Councillor Hanif, and RESOLVED: That Councillor Ali is elected Chairman of the Personnel committee for the year 2023/24.
2023/002 (P)	<u>ELECTION OF COMMITTEE VICE-CHAIRMAN</u> To elect a committee vice-chair for the ensuing year Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That Councillor Hanif is elected Vice-Chairman of the Personnel committee for the year 2023/24.
2023/003 (P)	<u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Assistant Clerk prior to the meeting. None.
2023/004 (P)	<u>DECLARATIONS OF INTERESTS</u> To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest. None declared.

2023/005 (P)	<p><u>MINUTES</u></p> <p>To approve the draft minutes of the Extraordinary Personnel committees meeting held on:</p> <ul style="list-style-type: none"> 19th October 2022 <p>Proposed by Councillor Latif and Seconded by Councillor Ali, and RESOLVED: That the draft minutes of the Personnel committee meeting on 19th October 2022 be confirmed as a true record and be signed by the Chair.</p>
2023/006 (P)	<p><u>EMPLOYMENT MATTERS</u></p> <p>2023/006.1 Exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960. It is recommended that the Press and Public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.</p> <p>Proposed by Councillor Latif and Seconded by Councillor Hanif, and RESOLVED: That no Press or Public be permitted to attend the meeting. Only the Members of the Personnel committee are to participate in the meeting, with the Assistant Town Clerk in attendance as minute taker.</p> <p>2023/006.2 To discuss the next steps forward in relation to a number of employment matters.</p> <p>REDACTED.</p>
2023/007 (P)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <p>To notify the Assistant Clerk of any matters for inclusion on the agenda of the next meeting.</p> <p>None.</p>
2023/008 (P)	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u></p> <p>To date of the next meeting is scheduled to take place on Wednesday 18th October 2023 in the Selina Cooper Hall, Unity Well Being Centre.</p> <p>There being no further business, the meeting was closed by the Chair at 7.30pm.</p>