



**Minutes of an Extraordinary meeting of The Personnel Committee held on
Monday 07th October 2019 in the Members Room,
Nelson Town Hall**

Commenced: 6.00pm - Concluded:6.20pm

Councillors Present: Zafar Ali [Chair], Nazeem Hayat, Mashuq Hussain, Mohammad Kamran Latif and Sheila Wicks

Absent Councillors: None

Non-Councillor (without voting rights): None permitted

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

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

Members of the Public: None

2019/028 (P)	<p><u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Assistant Clerk prior to the meeting.</p> <p>No apologies of absence were received.</p>
2019/029 (P)	<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.</p> <p>None declared.</p>
2019/030 (P)	<p><u>EMPLOYMENT MATTER</u> 2019/030.1 - 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>Due to the confidential nature of the matter, the Chairman had requested that no Press or Public be permitted to attend the meeting.</p> <p>Proposed by Councillor Latif and Seconded by Councillor Hayat, 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>2019/030.2 - To receive an update on a confidential employment matter and take the necessary steps required.</p> <p>REDACTED</p> <p>2019/030.3 - To receive and review the recently submitted documentation submitted by the Handyman and take the necessary steps required.</p> <p>Members reviewed the recently resubmitted documentation by the Handyman and felt that all required documentation requested at the previous meeting had now been provided. Following on from a number of complaints received by Members and the office in relation to the current contractors (Unique Clean) providing the service for dealing with the town centre hanging baskets, it was decided that:</p> <p>Proposed by Councillor Hayat and Seconded by Councillor Hussain, and RESOLVED: That the Handyman be allocated the task of taking down the town centre hanging baskets providing he uses his own transport and not the Council quad bike.</p>
<p>2019/031 (P)</p>	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u></p> <p>To note the date of the next committee meeting scheduled to take place on Wednesday 22nd January at 7.00pm, Unity Wellbeing Centre.</p> <p>The date of the next committee meeting was noted by Members.</p> <p>There being no further business, the meeting was closed by the Chair at 6.20pm.</p>