



Personnel Committee Minutes

Held on Monday 19th October 2026 in the Wilkins Centre, Compton. Commencing at 7:14 pm.

Members Present: Councillor Alison Strong, Chair
Councillor Sharon Tiller, Deputy Chair
Councillor Linda Moss (substitute)

Members Absent: Councillor Rebecca Pinfold

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: 0 Members of the Public

Minutes

PER26/014 To receive apologies for absence from Committee Members and consider their acceptance

Resolved: That the apologies submitted by Councillor Rebecca Pinfold, for the reasons provided to the council, were accepted.

PER26/015 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any requests for dispensation from Members declaring a Disclosable Pecuniary Interest

There were no declarations of interest or requests for dispensation.

**PER26/016 To receive:
Questions or comments from members of the public regarding items on the agenda**

Representations from any member who has declared a personal interest

There were no questions, comments, or representations.

PER26/017 To approve the minutes of the Personnel Committee Meeting held on 15th June 2026

Resolved: Members agreed that the minutes of the last meeting be accepted as a true record. The Chair signed the minutes.

PER26/018 To receive an update on previous decisions

There were no matters arising.

- PER26/019 To resolve under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted, it is advisable that the Public and Press be temporarily excluded from this meeting, and they are herewith instructed to withdraw**
Resolved: To exclude the Public and Press from Minutes PER26/020 to PER26/025 due to the confidential nature of the business to be transacted.
- PER26/020 To review councillor training**
The Clerk was asked to identify suitable data protection and cyber security training videos for the Council to view collectively.
Recommendation: That data protection and cyber security training be scheduled following the May 2027 election, and that the Council seek opportunities for training sessions that members can undertake together.
- PER26/021 To review employee annual appraisals**
The employee annual appraisals were reviewed.
- PER26/022 To review employee training requirements**
Resolved: That the Clerk should attend the SLCC National Conference as part of her ongoing professional development.
A formal agenda item will be included at a subsequent Full Council meeting to review the learning outcomes and key takeaways from the conference.
- PER26/023 To receive an update on SLCC salary scales for 2026/2027**
The salary scale for 2026/2027 was reviewed.
- PER26/024 To consider staff salaries and working from home allowance**
Resolved: That the Clerk's salary point should remain unchanged, and that the current working from home allowance should continue, with the understanding that it may be reviewed at any point during the year.
The Committee noted that additional overtime is likely to be required during the remainder of the financial year.
- PER26/025 To review staffing and training budgets for 2027/28**
Recommendation: To set the following budget figures for 2027/28
Staff costs £28,200, Staff expenses £200, Office £1,140, Employee Training £750, Councillor Training £500
- PER26/026 To discuss matters for future consideration and for information**
There were no matters for future consideration or information.

There being no further business, the meeting was closed at 7:47 pm.

Chair: _____

Date: _____