



PREESALL TOWN COUNCIL

Minutes of the meeting of the personnel committee held on Monday 2 September 2019 at 7.00pm at 46 Meadow Avenue Preesall

Present: Councillors A Cropper, B Burn, T Johnson, A Tarpey-Black

In attendance: Alison May, Clerk to the town council.

14(19-20) Exclusion of the press and public

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960, the council **resolved** at 7.05 to exclude the press and public in order to conduct the clerk's appraisal.

15(19-20) Apologies for absence

None.

16(19-20) Declaration of interests and dispensations

Cllr Johnson – trade union membership.

Councillors then engaged in discussion with the clerk, working through her self-assessment against performance objectives set and agreed at her last appraisal in July 2018. New objectives were agreed for the next twelve months and opportunities for training were agreed. Councillor Cropper to write to the mayor updating him on the completion of the appraisal and requesting sign off of the forms.

17(19-20) Date of next meeting

Thursday 19 September at 19.00.

There being no further business, the chairman closed the meeting at 10.00pm.