



Name: Tina Potter

Date: 5<sup>th</sup> of January 2026

Signed: ORIGINAL SIGNED

## **Minutes of the Personnel Committee Meeting**

**Held in the Council Chamber, Emersons Green Town Council**

**Started at 10.45hrs on Monday 24<sup>th</sup> of November 2025**

**Present:** Councillors Tina Potter (Chair), Graham Hutter, Colin Hunt

**In attendance:** Joanne Bryant (Clerk)

**Apologies:** Rachael Hunt

### **Welcome and Introductions.**

The Chair welcomed everyone present and explained emergency procedures. The meeting started at 10.45hrs.

### **PER\_2025.093 Declaration of Interests under the Localism Act 2011.**

No declarations of interest were made.

### **PER\_2025.094 Minutes.**

**Resolved** That the *Minutes of the Personnel Committee meeting held on 27<sup>th</sup> of October 2025*, copies having been circulated, were approved as a correct record, and signed by the Chair.

### **PER\_2025.095 EXCLUSION OF PRESS AND PUBLIC.**

**Resolved** To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.

### **PER\_2025.096 Appointment of a Lead Youth Worker**

**Resolved** The appointment of Joshua Holgate to the role of Lead Youth Worker, effective from 1<sup>st</sup> December 2025.

### **PER\_2025.097 Staff Updates**

The Town Clerk provided an update on all staff, appraisals and continued recruitment efforts.

### **PER\_2025.098 Dates and Timings.**

No date has been set for the next meeting.

The Chair concluded the formal business of the meeting at 11.20hrs.