



Windlesham Parish Council

Joanna Whitfield
 Clerk to the Council
 Tel: 01276 471675
 Email: clerk@windleshampc.gov.uk
 Website: www.windleshampc.gov.uk

The Council Offices
 The Avenue
 Lightwater
 Surrey
 GU18 5RG

MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL'S PERSONNEL COMMITTEE

Held on Tuesday 4th April 2023 at 6:30pm at the The Challen Room, All Saints Church Hall, Broadway Road, Lightwater

Bagshot Cllrs		Lightwater Cllrs		Windlesham Cllrs	
Gordon	-	Galliford	P	Hansen-Hjul	P
Manley	-	Jennings-Evans	P		
White	P	Malcaus-Cooper	P		
Willgoss	P	Turner	P		

In attendance: Joanna Whitfield –Clerk to the Council

Cllr Jennings-Evans took the Chair

P - present A – apologies PA – part of meeting - no information

		Action
PER/22/34	Apologies for absence No apologies were received from Cllrs Gordon and Manley	
PER/22/35	Declarations of interest None	
PER/22/36	Public question time There were no questions raised.	
PER/22/37	Exclusion of the press and public. Agreed that the following items be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960: PER/22/38 To review the Clerks Appraisal PER/22/39 To review the Assistant Clerks Appraisal	

	CONFIDENTIAL	
PER/22/38	To review the Clerks Appraisal Members unanimously noted that the Clerk had achieved a satisfactory appraisal.	
PER/22/39	To review the Assistant Clerks Appraisal Members unanimously noted that the Assistant Clerk had achieved a satisfactory appraisal.	
	Members requested that HR Policies, processes, and the appraisal system be reviewed at the next meeting.	

There being no further business, the meeting closed at 19:15.