

**GALLEYWOOD PARISH COUNCIL  
MINUTES OF THE PERSONNEL COMMITTEE MEETING  
HELD IN THE LODGE ROOM, KEENE HALL on THURSDAY 14 March at 10am**

**PRESENT**

Councillors: A McQuiggan, N Paul, J Potter, and S Troop (Chairman)  
In attendance: Clerk

**PER24-95     Apologies for Absence**  
There were none.

**PER24-96     Declaring of Interests**  
There were none.

**PER24-97     Public Participation Session with respect to items on the agenda**  
There were none.

**PER24-98     Confirmation of Minutes**  
**RESOLVED** that the minutes from the meetings held on 15 February 2024 be approved as a true record of the meetings and signed by the Chairman.

**PER24-99     Exclusion of the Press and Public**  
There were none.

**PER24-100    Staff Appraisals**  
Members noted that staff appraisals had taken place for all staff.

**PER24-101    Personnel Matters**  
Members discussed issues relating to the code of conduct.  
**RESOLVED** that appropriate action would be taken by the Chairman.

**Date of the next meeting**  
14 May 2024 at 10am

There being no further public business to be transacted, the Chairman closed the meeting at 10.45am.

Signed Chairman .....

Dated: .....