

**GALLEYWOOD PARISH COUNCIL**  
**MINUTES OF THE PERSONNEL MEETING**  
**HELD AT THE KEENE HALL – RON WHITE ROOM – GALLEYWOOD**  
**on Thursday 20 June 2024 at 10.00am**  
**Formal acceptance will take place at the next Committee Meeting**

**Present:**

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

- 24-109 Apologies for Absence**  
**RESOLVED** that an apology of absence was received and accepted from Councillor(s):  
Potter
- 24-110 Confirmation of Minutes**  
**RESOLVED** that the minutes of the meeting held on 14 May 2024 were a true and  
accurate account were signed by the Chairman.
- 24-111 Declaring of Interests and Dispensations**  
There were none.
- 24-112 Public Participation Session with respect to items on the agenda**  
There were no members of the public.
- 24-113 Exclusion of the Press and Public**  
There were no members of the public.
- 24-114 Personnel Matters**  
**RESOLVED** that the Clerks contract would be amended to reflect a new working  
pattern.
- 24-115 Code of Conduct**  
**RESOLVED** that the appropriate action would be taken by the Chairman.

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

Signed Chairman .....

Dated .....

