



PERSONNEL COMMITTEE MEETING

**Meeting to be held on Tuesday 12th May 2026 at 10.30am in the Council Chamber,
10 Melrose Road, West Mersea, Colchester CO5 8JD**

7th May 2026

Councillors are summoned to attend the above meeting to deal with the following business.

Kirsty Wadsworth
Town Clerk

Members of the public and press are warmly welcomed to attend.
Mobile phones to be switched to silent.

A G E N D A

- 26/25 To receive apologies for absence and a vote of acceptance to be taken
- 26/26 To record declarations of interests
Members are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting
- 26/27 Public session (15 minutes, 3 minutes per speaker)
Priority will be given to those members of the public wishing to share information relating to items on the agenda. Once the public session is closed, members of the public are not permitted to speak.
- 26/28 To confirm the minutes of the Personnel meeting of 13th March 2026
- 26/29 To confirm the minutes of the Personnel meeting of 8th April 2026
- Exclusion of Press and Public
To resolve that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.
- 26/30 Groundsman Vacancy
- To provide an update regarding the applications
 - To agree an interview panel
 - To agree the interview format
 - To agree dates for interviews

26/31 To agree for the groundsman to reduce his 1-hour lunch break to 30 minutes during the winter months to allow for a 30-minute earlier finish

26/32 For the Personnel Committee and the Town Clerk to agree employee appraisal objectives