



**Minutes of Witham St Hughs Personnel Committee meeting held on Monday 7th July 2024 at 3pm
at Witham St Hughs Village Hall.**

Present Cllr Colin Cook, Cllr Derek Fletcher & Cllr Charlie Strickland.

Agenda Items

1. To elect a Chair for the Personnel Committee.
Cllr Fletcher proposed Cllr Cook as Chair of the committee, seconded Cllr Strickland – all agreed, show of hands
2. Welcome and apologies.
Cllr Cook welcomed everyone to the meeting.
No apologies
3. To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and requests for dispensations.
None received.
4. To review the following policies.
 - a. Grievance Policy
 - b. Sickness & Absence Policy

Councillors reviewed both policies, after discussions it was **Resolved** to adopt a revised version of both policies. All agreed – show of hands.

Action Clerk.

Signed

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Date