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MINUTES of a meeting of the Personnel sub-committee held on Wednesday 15th February 2023 at 10.00am in the Mountfitchet Exchange, Crafton Green, 72 Chapel Hill, Stansted Mountfitchet, Essex

**PRESENT:** Cllr A Guney (Chair), Cllrs A Barnes, M Caton, J O’Brien and F Richards

**ATTENDING:** Mrs R Clifford - Clerk to the Council

**355 APOLOGIES FOR ABSENCE** - None

**356 DECLARATIONS OF INTEREST -** None

**357 MINUTES**

 **RESOLVED** to accept the minutes of the meeting held on 4th January 2023

**RESOLVED** that in view of the confidential nature of the business to be transacted, the remaining agenda items will be discussed in private session and the press and public instructed to withdraw.

**358 TO RECEIVE THE STAFF APPRAISALS**

 All staff appraisals have been completed and were circulated to members prior to the meeting. Cllr Caton stated that it would be useful to have evidence of achievements.

 Cllr Guney offered to meet with one member of staff for further discussion.

 Cllr Guney to arrange a date for the Clerk’s appraisal.

 Members of the sub-committee asked the Clerk to extend their appreciation and congratulations to all members of staff.

**359 ANNUAL PAY REVIEW**

 Deferred pending further information.

**360 DATE OF NEXT MEETING**

Wednesday 15th March 2023, 10am in The Mountfitchet Exchange