

Knutsford Town Council

Town Clerk: Adam Keppel-Green

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Minutes

of the

Personnel Committee Meeting held on August 22nd 2018

in the Moor Room of the Town Council Offices

P18/020 Present

Cllrs Goodrich, Coan, Forbes, Gray and Nicholson.

In attendance: S Morgan (*Deputy Town Clerk*)

P18/021 To receive apologies for absence

Apologies were received from Cllrs Malloy (personal business)

P18/022 To note declarations of members' interests

Cllr Forbes	Non-pecuniary	Assisted in process of preparation of press release subject to complaint as Mayor
Cllr Goodrich	Non-pecuniary	Assisted in process of preparation of press release subject to complaint as Chairman of Assets Committee
Cllr Nicholson	Non-pecuniary	Known to claimant and complainee
Cllr Coan	Non-pecuniary	Known to claimant and complainee

P18/023 To consider a complaint

It was **RESOLVED** to exclude the public and press on the grounds of the sensitivity of discussions.

The details of the complaint were discussed and it was **RESOLVED** to investigate the matter further during the course of the meeting by inviting the complainee to attend to answer questions¹.

The complainee was called upon and agreed to attend the meeting. The answers provided by the complainee included information on the verification process involved in preparing the press release and the timeframe of specific events detailed in the document in relation to the complaint. Having answered the questions to the satisfaction of the committee, the complainee left the room.

Following further discussion, it was **RESOLVED**² that there is no case to answer and no further action required. The Deputy Town Clerk was tasked with drafting a letter on behalf of the Town Mayor to be sent to the complainant and complainee following it being reviewed by the council's solicitor.

It was **RESOLVED** to readmit the public and press.

¹ Cllrs Goodrich and Forbes abstained on this resolution, Cllr Gray voted against the resolution.

² Cllrs Goodrich and Forbes abstained on this resolution

P18/024 To note the date of the next meeting
The date was noted.