

Lowestoft Town Council
Extraordinary Meeting of the Personnel Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
12:00 on 19 July 2024
MINUTES

Present: Cllrs Nasima Begum, Wendy Brooks, Graham Parker, Keither Patience, Andy Pearce and Bernadette Rappensberger

In Attendance: Sarah Foote (Acting Town Clerk) and Taylor Williams (Committee Clerk)

In the absence of the Chair and Deputy Chair, Cllr Pearce nominated Cllr Begum to preside over the meeting; seconded by Cllr Rappensberger; all in favour.

28. Welcome

The fire evacuation procedure and public right to report was explained and the meeting was welcomed.

29. To receive and consider approval of apologies for absence

Apologies were received from Cllrs Barker, Blowers, Murray, Newsome, Webb and Youngman with reasons provided. Cllr Pearce proposed approval; seconded by Cllr Parker; all in favour.

Cllr Jones was absent with no apologies received.

30. Declarations of Interests and dispensations

30.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the agenda – There were no declarations.

30.2. To consider written requests for dispensations for interests and note dispensations granted – No written requests for dispensations had been received.

31. To consider the draft minutes and confidential note of the meeting on 3 July 2024

This item was deferred to the next agenda.

32. Public forum

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public – No advanced comments had been received and no members of the public were in attendance.

33. To consider matters relating to staff absence (confidential)

This item would be discussed in confidential session.

34. Date of the next meeting

Thursday 1 August 2024 – 10:00.

35. Items for the next agenda and close

No items were requested for the next agenda.

36. Resolution to close the meeting to the public:

36.1. Any employment matters relating to items on this agenda, including those above as required – Cllr Rappensberger proposed the meeting be moved into confidential session; seconded by Cllr Pearce; all in favour.

The Chair closed the meeting to the public at 12:04

The Committee Clerk left the chamber at 12:04

Signed: 1 August 2024