



## Morecambe Town Council

Morecambe Town Hall,  
Marine Road  
Morecambe  
Lancashire  
LA4 5AF

[www.morecambe.gov.uk](http://www.morecambe.gov.uk)

### **Minutes of Personnel Committee Meeting of Morecambe Town Council held at Morecambe Town Hall at 6.00pm on the eighteenth day of September 2024.**

Present: Councillors G Knight, P Hart, B Cooper, R Dennison.

In attendance: Mr Luke Trevaskis (Proper Officer) and no members of the public.

#### ***Minute PC2425-001***

##### **Apologies**

Apologies were received from Cllr M Stenneken, J Slater, P Clarke.

#### ***Minute PC2425-002***

##### **Declarations of Interest**

None.

#### ***Minute PC2425-003***

##### **Vice Chairperson**

Cllr Brett Cooper was duly elected.

#### ***Minute PC2425-004***

##### **Minutes**

The minutes of the prior meeting were approved.

#### ***Minute PC2425-005***

##### **Employment Law Changes**

The Committee accepted a report outlining the new legal requirements for employers to show that they have taken reasonable steps to prevent sexual harassment in the workplace.

#### ***Minute PC2425-006***

##### **Absence Policy**

The Committee accepted the revised Absence Policy, to include the Bradford Factor methodology.

### ***Minute PC2425-007***

#### **Exclusion of Press and Public.**

It was resolved that, in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following business, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons arising from the nature of that business or of the proceedings. to exclude the press and public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1(2) on the grounds that the following business could involve the possible disclosure of exempt information.

### ***Minute PC2425-008***

#### **Appraisals**

The Committee considered the feedback following the appraisals, considered any amendments, and resolved the outcomes detailed in the Confidential Report for this minute.