

Meopham Parish Council

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A Civility & Respect
Pledge Council

Minutes of the Personnel Committee Meeting held on Tuesday 27th January 2026 @ 7:00pm at Meopham Village Hall, Wrotham Road, Meopham

Members Present: Cllr D Fisher
Cllr D Johnson
Cllr D Sims
Cllr P Watson (Chairman)

In Attendance: Lisa Winter - Clerk

Meeting commenced 19:21

Item 1: Apologies for Absence: To receive and accept apologies

P.C. 34 Apologies were received from Cllr S Johnson (another meeting commitment).

Item 2: Declarations of Members' Interests: To receive declarations of pecuniary and non-pecuniary interests for this meeting

P.C. 35 There were no declarations of interest received.

Item 3: Minutes of Previous Meeting: To approve the minutes of the meeting held on 05.11.25

P.C. 36 Councillor D Johnson proposed and Cllr Sims seconded that the minutes of the Personnel Committee meeting of 05.11.25 be approved. All in favour.

P.C. 37 Members moved the motion to enter closed session. Proposed by Cllr Watson. Seconded by Cllr Fisher. All agreed.

CLOSED SESSION

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

Item 4: Settlement Agreement: To note the total costs

P.C. 38 Noted.

Item 5: Employment Tribunal Costs: To consider the request

P.C. 39 The Clerk advised that a Councillor cannot legally incur a debt on behalf of the Council.

The Personnel Committee has no authority to approve payment of the debt incurred and made no recommendation that this be considered by Full Council, as the Council must act within its legal and financial powers, and there is no basis on which the Council can assume responsibility for costs arising from an instruction made independently and without authorisation.

Item 6: Grievance: Status update of outstanding grievance

P.C. 40 Update given by Cllr D Johnson.

Item 7: Safeguarding: To consider and approve an Operational Framework

P.C. 41 The Clerk advised that it was possible for MPC to have its own code of conduct, but it must be based on the Nolan Principles. However, the Monitoring Officer can determine the policy is not complaint when conducting an investigation. Therefore, the Council should send the draft policy to the Monitoring Officer for comment.

RESOLVED: To approve the documentation and submit to the Monitoring Officer. If the new code is signed off by the Monitoring Officer then it will be put to Full Council for adoption.

Item 8: Bank Accounts: Impact of situation regarding bank account signatories on council operations

P.C. 42 This item was incorporated in to Item 7 - Operational Framework.

Item 9: Emails: Impact of failure to respond on council operations

P.C. 43 This item was incorporated in to Item 7 – Operational Framework.

The meeting closed at 20:31