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**Washington Parish Council Personnel Committee Meeting**

**Draft MINUTES** of the Personnel Committee Meeting held on Monday 15th July 2024 7:00pm at Washington Village Memorial Hall (Doré Room).

**PRESENT:** Cllr P Heeley (co-opted for the meeting), Cllr A Lisher and Cllr J Thomas. Also Ms Z. Savill Clerk to the Council and one member of the public.

**ABSENT:** Cllr S Buddell and Cllr G Lockerbie

1. **To elect a Chairman of the Committee**

The Committee **RESOLVED** to elect Cllr Thomas to Chair the meeting and to defer election of Committee Chairman for the 2024.25 municipal year to the next meeting.

1. **Apologies for absence**

The Committee **RESOLVED** to receive apologies from Cllr Buddell and to note

Cllr Lockerbie’s absence.

1. **To Approve the Minutes of the last meeting**

The Committee **RESOLVED** to **APPROVE** the [Minutes of Personnel Committee Meeting on 29th January 2024](https://www.washingtonparish.org.uk/Contents/ContentItems/47na45n2vrtszt4qafkt8w424v). To be adopted at the next Full Council meeting.

1. **To record declarations of Personal and or Prejudicial interest from Members that they may have in relation to items on this Agenda as defined under the Localism Act 2011 and the Parish Council Code of Conduct**

None declared.

1. **Public Session**

There were no representations from the public.

1. **Vexatious Communications**

 To Consider a Vexatious Communications Policy

 The Council’s [Complaints Policy and Form](https://1drv.ms/f/s%21Au3i_smXtu_DhJJT9swfG6NhF3Ezjg?e=YDO61m), and a link to guidance and legislation on the

 ICO (Information Commissioner’s Office) website on dealing with

 vexatious communications at:

<https://ico.org.uk/for-organisations/foi/freedom-of-information-and-environmental-information-regulations/section-14-dealing-with-vexatious-re> was previously circulated.

 Members considered whether to introduce a separate Vexatious Communication

 Policy, as put forward in a motion by Cllr Buddell at the FC meeting in April

 2024 Min Reference: FC/24/4/26 to address an issue of repeated Freedom of

 Information requests.

 Following a discussion, Members agreed that the existing complaints policy and

 legislation sufficiently addressed vexatious communications.

 It was **RESOLVED t**o recommend not to introduce a Vexatious Communications Policy or

 amend the existing Complaints Policy. The recommendation to be ratified at the next

 Full Council meeting on 5th August 2024.

1. **To Agree date of the next meeting**

The Committee **RESOLVED** that a meeting additional to the Clerk’s annual appraisal next January would be scheduled if required.

There being no further business to transact, the meeting was closed at 7:14 hours.

Signed……………………………………………. Dated………………………………………………..