

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PERSONNEL SUB-COMMITTEE

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE**

ON THURSDAY 5 MARCH 2026 FROM 7 PM

Present: Councillors Richard Attwell (in the chair) (Deputy Town Mayor), Peter Holick and Johnson Tamara

In Attendance: Paul Hodson – Town Clerk and Chief Executive

Public: Nil

83/26 TO APPOINT A VICE-CHAIR FOR THE REMAINING PERIOD OF THIS MUNICIPAL YEAR

RESOLVED: To appoint Councillor Attwell as Vice Chair for the remaining period of the financial year. Councillor Attwell took the chair.

84/26 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Nicholas Kotarski (Chair)

85/26 DECLARATIONS OF INTEREST

None

86/26 MINUTES OF THE MEETING OF 15 JANUARY 2026

RESOLVED: The Minutes of the meeting of the Personnel Sub-Committee held on 15 January 2026 were approved as a correct record and signed by the Chair.

87/26 HR SUMMARY

Members received an update on HR matters including staffing, sickness, people management, enhanced benefits and improvement projects.

88/26 POLICY UPDATES

RESOLVED:

1.1 To recommend to the Finance and General Purposes Committee that the Council adopts the amended Grievance and Disciplinary policies.

1.2 To recommend to Full Council that, where possible, membership of the Personnel Sub-Committee remains constant for the whole of the elected term.

1.3 To recommend to the Finance and General Purposes Committee that members of the Personnel Committee be asked to attend HR training within three months of taking up the role.

1.4 To recommend to the Finance and General Purposes Committee that the Council's staff awards scheme be extended to volunteers.

89/26 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: In terms of Schedule 12A, Local Government Act 1972, the following item will be likely to disclose exempt information relating to establishment and contractual matters and it was, therefore, AGREED that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

90/26 PERSONNEL MATTERS

The Town Clerk & Chief Executive gave a verbal update on recent staffing matters.

91/26 DATE OF NEXT MEETING

The next meeting will be held on Thursday 4 June 2026.

Meeting closed at 19.38