



WESTON-SUPER-MARE TOWN COUNCIL  
**WESTON-SUPER-MARE TOWN COUNCIL**  
**MINUTES OF THE PERSONNEL COMMITTEE**  
**HELD AT 32 WATERLOO STREET**  
**ON 11<sup>TH</sup> FEBRUARY 2026**

**Meeting Commenced:** 10.55 am

**Meeting Concluded:** 11.55 pm

**PRESENT:** Councillors Timothy Taylor(C), Gillian Bute, Peter Crew, John Crockford-Hawley(S), Jemma Coles, John Stanfield.

**In Attendance:** Sarah Pearse -CEO/Town Clerk , Helen Morton Director of Finance & Resources-RFO and Rebecca Saunders-Civic Officer and PA to the CEO/Town Clerk.

**310. To receive Apologies for Absence and Notification of Substitutes**

Apologies for absence were received from Councillors Ciaran Cronnelly, Mark Canniford and Alan Peak with no substitutions.

Apologies for absence were received from Councillor Mike Bell who was substituted by Councillor John Crockford-Hawley.

**311. To receive Declarations of Interest**

Councillor Jemma Coles declared an interest as the director of the CIC which runs the Blakehay theatre.

**312. To receive and approve the minutes of the previous Personnel Committee meeting held on 29<sup>th</sup> October 2026**

The minutes of the last meeting had been previously circulated at the meeting.

It was noted that there was an incomplete name with regard to 'Fay Powell' page 1. In addition Councillor Crew's name had been misspelt on page 6.

**PROPOSED BY:** Councillor Peter Crew

**SECONDED BY:** Councillor John Standfield

A vote was taken and accordingly it was **carried**.

**RESOLVED:** That with the above amendments the minutes be approved and signed by the Chair as a true record of the meeting.

**313. General Matters**

**1. HR Policies and Procedures Review**

The Director of Finance & Resources reported that these were the latest HR policies to be approved.

Queries were raised on the following points

- How an inclusive culture was defined
- Who determines who are appropriate partners
- Is the word unlawful necessary

The CEO/Town Clerk confirmed all policies had been cross referenced with each other and that terminology used is defined within the Equality and Diversity legislation with regard to 9 characteristics as example. Partners worked with are decided at the council and officer discretion depending on need and scenario.

- A. Safeguarding Policy and Procedures
- B. Equality, Diversity and Inclusion (EDI) Policy

**PROPOSED BY:** Councillor John Standfield  
**SECONDED BY:** Councillor John Crockford-Hawley

A vote was taken and accordingly it was **carried**.

**RESOLVED:** With the amendment of removing the word unlawful from the Equality, Diversity and inclusion Policy

1. **Recommend approval** of the new **Safeguarding Policy** for adoption
2. **Recommend approval** of the new **Equality, Diversity and Inclusion Policy**.

**314.** *To resolve under the public Bodies (Admissions of Meeting) Act 1960 to exclude the public and press for the following item by reasons of the confidential nature of the business*

*Minute numbers 315-318 are not available, due to the confidential nature, as indicated on the agenda: To resolve under the Public Bodies (Admissions of Meeting) Act 1960 to exclude the public and press for the following item by reasons of the confidential nature of the business.*

There being no further business the meeting concluded at 12.55pm

Signed.....Dated.....  
Chair of the Personnel Committee