

# **MINUTES OF THE PERSONNEL COMMITTEE MEETING**

## **In the Norwood Room**

**Held on Monday 2<sup>nd</sup> June 2025 at 10.00 a.m.**

**[www.somersham-pc.gov.uk](http://www.somersham-pc.gov.uk)**

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This meeting shall be closed under the **Public Bodies (Admission to Meetings) Act 1960 S1(2)**

A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever 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 stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

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### **PRESENT WERE:**

Cllr C Dolby, Cllr A Chapman, Cllr D Potter (in the Chair) and Cllr R Sutton.

### **IN ATTENDANCE:**

Mrs I Healiss, Executive Officer (EO.)

#### **1. APOLOGIES**

None.

#### **2. MINUTES OF THE MEETING HELD ON 12<sup>th</sup> February 2025**

It was proposed by Cllr Sutton, seconded by Cllr Chapman and **resolved** that the Minutes were a true record. There was one (1) abstention due to absence.

#### **3. AGREE THE UPDATED EMPLOYEE HANDBOOK RECEIVED FROM HUMAN CAPITAL**

Social media inclusions were asked to be clarified in the handbook. Once completed by the EO, it was proposed by Cllr Sutton, seconded by Cllr Chapman and unanimously **resolved** to approve the updated employee handbook.

#### **4. TO ADOPT AND REVIEW THE FOLLOWING POLICIES: -**

- a. Adopt new Standing Orders (last reviewed in 2023 - recently updated in 2025)
- b. Review Financial Regulations
- c. Review Complaints Procedure (last reviewed 14/5/24)
- d. Review Social Media Policy (adopted 6/6/2016)

It was proposed by Cllr Dolby, seconded by Cllr Potter and unanimously **resolved** to agree the aforementioned policies (excluding the Social Media policy.) It was agreed to defer this policy to the Full Council meeting on 9<sup>th</sup> June, 2025 with an amendment regarding using local social media sites to promote PC events/activities.

#### **5. TO SUBMIT COMMENTS FOR THE ALLOCATION OF ADDITIONAL SITES LAND AVAILABILITY WITHIN THE LOCAL PLAN.**

**(THE ADDITIONAL SITES LAND AVAILABILITY ASSESSMENTS WILL BE AVAILABLE TO VIEW AND COMMENT ON THE HUNTINGDON DISTRICT COUNCIL WEBSITE BETWEEN 23<sup>RD</sup> APRIL 10:00HRS AND 4<sup>TH</sup> JUNE 23:59HRS)**

Comments were agreed for submission regarding the additional sites land availability and land sustainability appraisal, and submitted to the HDC website by the EO. (Summary offered in Appendix A.)

#### **6. TO DISCUSS SCOUT HUT RELOCATION TO THE MILLENNIUM PAVILION**

The scout group requested the PC to consider if the scout hut can be relocated from the Norwood car park to the Millennium Pavilion site. It was agreed that this cannot be discussed until plans regarding the swimming pool application have been resolved.

A meeting with newly appointed scout leadership was suggested.

#### **7. Arrange the Executive Offer's Appraisal**

The Chairman will arrange a date with the EO for the appraisal.

#### **8. AGREE NOTICES AND MATTERS FOR THE NEXT AGENDA**

None

There being no further business the meeting closed at 12.27 pm.

#### **Appendix A**

An overview of comments submitted

Comments re: sustainability regarding sites 18 and 19 (land off Chatters Rd Somersham, Legacy Park)  
Somersham Parish Council reiterate concerns already raised regarding the 3 sites proximity to the waste management area.

Roads are single track and unsuitable for connecting to the sites listed. The site at Robert Ave should be part of the existing Nature Reserve, and not be developed.

There is not enough infrastructure to support additional development. Being a key service centre has drawn further development to Somersham - the PC are concerned about this status because there is a lack of public transport, road infrastructure into and out of the village, and B roads - this would put more pressure on routes from St Ives and Earith with the crossings. There is a lack of available local employment. Whilst there is employment at the West Newlands industrial estate this is limited to a small number of businesses. There is a lack of public transport into and out of the village.

As a village, Somersham is more than 5 k from a town centre, employment centre, A roads and railway.

Comments re: sustainability regarding sites 18 and 19 (land off Chatters Rd Somersham, Legacy Park)

The site will not add any additional housing stock to the village. There is no sustainable footpath to the village, and there is a substantial distance to services within the village. The PC are aware of current gypsy and traveller sites being rented out as permanent homes, and not meeting the required criteria. There is concern for the safety of the existing permanent residents of these sites walking into the village on the edge of very busy roads. The site is remote from the village itself and available amenities, including access to public transport.

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Newlands industrial estate this is limited to a small number of businesses. There is a lack of public transport into and out of the village.

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Full comments can be found at [Huntingdonshire District Council Consultation Home - Keystone](#)

 Ends.