



EPWORTH TOWN COUNCIL

PERSONNEL COMMITTEE

Local Government Act 1972 section 101

Committee members:

Cllr Harm Committee Chairman; Cllrs Garner, & Stewart

Cemetery Lodge
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Minutes of a meeting of the Personnel Committee of Epworth Town Council held remotely via "zoom" on Monday June 1st, 2020 at 7pm

In view of the confidential nature of the business concerning members of staff or legal issues about to be transacted, it is advisable and, in the public interest that the press and public be temporarily excluded, and they are asked to withdraw under the terms of the Public Bodies (Admission to Meetings) Act 1960 and of Standing Orders. THE COMMITTEE MAY RESOLVE to exclude members of the press and public for the following agenda:

- 1. To record** the names of members present. Cllr Harm Committee Chairman, Cllrs Garner and Stewart.
- 2. To receive apologies** for absence. All present
- 3. To receive Declarations of Interest by any member of the Committee** in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. (*Localism Act 2011 Code of Conduct*).
Cllr Stewart declared that he would not be participating in item 6 and would leave the meeting at that point.
- 4. To note dispensations** given to any member in respect to items on the agenda (*Localism Act 2011 and the Code of Conduct*). None requested.
- 5. Assistant clerk new contract:** to review the current 12-month fixed term contract and resolve a new contract for the Assistant Clerk, (verbal recommendations to full council June 2nd) Discussions covered the expected retirement of the current clerk and the "continuity" role of the assistant clerk; hours were discussed with 16 put forward as an option. Time scale for recruitment of replacement clerk to be discussed next meeting. After considerable discussion proposed by Cllr Stewart seconded by Cllr Garner and RESOLVED to recommend to full council that the Assistant Clerk contract be extended for another year at 8 hours per week on a pay scale 2 points higher than current to reflect the achievement of ILCA and CiLCA.
Cllr Stewart then left the meeting which then being inquorate closed at 7.40pm.

Item to the next full council meeting

- 6. Member Officer Protocol:** to receive and discuss proposal to amend wording to point 5.1 pages 2 and 3 .

cm02.06.20

J. W. Acker -
7/7/20

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