



Crowle & Ealand Town Council

Community Hub, 52-54 High Street, Crowle, Scunthorpe, North Lincolnshire,
DN174LB. Email: clerk@crowleandelandcouncil.org

Minutes of the **Council Personnel Committee Meeting** of Crowle and Ealand Town Council held via Skype, Crowle on Mon 20th July 2020.

Present: Cllr J Reed (Personnel Chair), Cllr M Bailey, Cllr J Ramsden, Cllr R Stewart, Cllr S Walshe

Apologies: Nil

Officers Present: Emma Von Sembach (RFO)

Members of the Public/Press: Nil

Public Forum: Nil

The Personnel Committee Meeting began at 1:00pm.

P/001/20 Vote to Exclude Press/Public

Vote to exclude Press and public due to an exemption as defined in paragraph 1 of part 1 of schedule 12a of the Local Government Act 1972, also in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.

Proposed by Cllr M Bailey, second Cllr J Ramsden and unanimously carried.

P/002/20 Declaration of Interest:

To note any declarations of interest made by Councillors in respect of items on this meeting's Agenda (in accordance with the Council's Model Code of Conduct and the Localism Act 2011).

Nil

P/003/20 Maintenance Manager Appointment

To discuss:

- a. The Maintenance Manager role currently a self-employed position being brought onto a PAYE position. The Personnel Committee amended the job title to Community Support Worker and agreed that this position will be incorporated into a PAYE position within this Council.
- b. The contract of employment and all details contained therein. Minor amendments were approved for both the Contract and Job Description. The amended version, complete with agreed salary and leave entitlement will be brought to the next meeting for discussion and agreement by all parties.

P/004/20 Meeting of Personnel Committee and Community Support Worker

The Town Clerk is to confirm availability with all parties for a suitable meeting to finalise the terms and contract.

The Personnel Committee meeting closed at 14.48 pm

Signature: Original Signed J REED

Date: 14 September 2020

Designation: Chairman of the Personnel Committee