

Councillors on this Committee

Jean Farmiloe, Jackie Harrison-Hicks, Robert Robertson, Rachael Coles, Andy Smith, Lynda Hallett (Sub)

Minutes of the Employment Sub Committee held on Friday 3rd March 2017 at 10am (originally scheduled for 11am)

Attended by:- Cllr's. Jean Farmiloe, Jackie Harrison-Hicks, Robert Robertson, Rachael Coles, Lynda Hallett
Claire Lacey – Town Manager
Also in attendance for information and training Cllr. Brian Gosling / No voting rights
Cllr. J Farmiloe chaired the meeting

GENERAL BUSINESS

1. TO CONSIDER APOLOGIES FOR ABSENCE

Apologies from Cllr. Andy Smith (work commitments) Sub Lynda Hallett

2. TO APPROVE & SIGN THE MINUTES OF THE MEETING HELD ON 17th February 2017

Cllr. Lynda Hallett proposed
Cllr. Rachael Coles seconded

Agreed

REPORTS

3. PROCEDURE FOR RECRUITMENT

Cllr. Lynda Hallett proposed
Cllr. Robert Robertson seconded

Agreed

Following discussion to add "Town Manager to Inform All Councillors when an Officer has been recruited" at end of Procedure

4. RECRUITMENT OF GROUND STAFF

It was agreed that Committee recruit a seasonal member of the Grounds Team – 26 week contract to start as soon as possible. (*Option 2*) Approximate cost £9,000. Town Manager and L&A Manager will issue job description shortly to be advertised on website, social media and through local recruitment networks.

Cllr. Robert Robertson proposed
Cllr. Jackie Harrison-Hicks seconded

Agreed

Signature:

Employment Sub Committee 03/03/17

Date:

Debate – Although Councillors wish to support Apprentices, they felt that a fully qualified experienced member of the Grounds team would be of more value, considering the additional land taken on at the Big Park. Tree surgery qualifications would be preferable. Fixed term contract would be considered at a later date for extending, if required.

5. TO NOTE NATIONAL MINIMUM WAGE INCREASE

All Noted

NEXT MEETING

6. TO CONFIRM DATE OF NEXT MEETING

24th March 2017 – 10 am

Next meeting agenda items to include:-

- To approve Officer salary increases
- To agree recruitment of Grounds team
- SALC Update.

MEETING CONCLUDED AT 10:25am

Signature:

Employment Sub Committee 03/03/17

Date: