**BRIGG TOWN COUNCIL**

**PERSONNEL COMMITTEE**

**Meeting held on Monday 9 July 2018**

**Chaired by Councillor C Sherwood**

**Present**: Councillors: M Campion, Miss J Kitching, C Sherwood, J Truepenny and R Waltham.

**In attendance**: Dinah Lilley Town Clerk

11. To Receive Apologies and Reasons for Absence

 None

12.To Receive and Approve the Minutes, as circulated, of the Meeting held on 11 June 2018.

 **It was resolved that** the record of the meeting held on 11 June 2018, be accepted and signed as a true record.

Proposed: Cllr Sherwood Seconded: Cllr Campion

13. **In view of the confidential nature of the business being transacted, it was advisable in the public interest that the press and public be excluded, and be instructed to withdraw.**

Proposed: Cllr Truepenny Seconded: Cllr Kitching

14. a) Declarations of Interest by any Member of the Council in Respect of the Agenda Items Listed.

All members of the Committee declared a personal interest as they had knowledge of a Handyperson applicant.

b) To Note Dispensations Given to any Member of the Council in Respect of the Agenda Items Listed.

 None

15.ASSISTANT CLERK TO THE COUNCIL

The Clerk noted that Rialtas was proving easy to use on a daily basis.

16.ANGEL SUITE MANAGER

The Clerk gave an update on the new regular Angel Suite booking. It was proposed that the Angel Suite Review Group meet shortly, to discuss hire fees, bar facilities and security procedures.

17. TO RECEIVE A REPORT FROM THE CLERK ON OUTSTANDING ISSUES.

The Clerk gave an update on staff working time credit/debit.

The Clerk noted that she was to ask Council to approve her attendance at the Annual SLCC Conference, given that this year it was to be held at Forest Pines.

The Clerk showed the Committee a report received from NALC on the Ledbury Case which changed procedures for staff grievances.

The Clerk noted that at the next Council meeting, the date of the Annual Meeting was proposed to be changed, to comply with legislation surrounding the election, and the May 2019 Personnel Committee would need to be cancelled as, following the election, no Committee would be in place until after the Annual Council.

18. HANDYPERSON POST

Discussion took place on the expressions of interest received, and the way forward agreed.

**It was resolved that** the appointed contractor be invited into the office to discuss the remit of the role, prior to commencing work.

Proposed: Cllr Sherwood Seconded: Cllr Waltham

The meeting closed at 7.15pm

Signed……………………………...............

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| ChairmanPersonnel Committeeheld on Monday, 10 September 2018 |  |