

NORTH WALSHAM TOWN COUNCIL

PERSONNEL & GRANTS COMMITTEE MEETING MINUTES - held on 18 October 2017

PRESENT – Cllr G Bull (Chair), Cllr B Hester (Vice Chair), Cllr S Stuckey, Cllr J Melville, Cllr M Seward, Cllr J Witte, Cllr A Fryer

The meeting opened at 18:00.

1. DECLARATIONS OF INTEREST

Declaration of interest by Cllr B Hester for item - 4. STAFF EXTRA HOURS.

2. APOLOGIES FOR ABSENCE

Apologies were received from Cllr R Sims.

3. MINUTES OF PREVIOUS MEETING

- Minutes from previous meeting still not found.
- Cllr G Bull asked– time taken for minutes to be prepared and put on Facebook saying ‘draft subject to approval’ be put on main council agenda.
- Cllr J Witte to email Nick and copy in personnel committee.
- J Shields to organise First Aid course within a £500 budget, proposed Cllr M Seward, seconded Cllr B Hester.
- Grant for Simon Weal, should not have been granted to an individual, steps have been taken to prevent any reoccurrence.

Minutes of previous meeting were agreed unanimously.

4. STAFF EXTRA HOURS

Ms F Collett sent a letter asking for extra hours. Maybe existing staff should be considered before more hours are offered.

It was **RESOLVED** for a meeting to be held by Cllr Bull (Chair), Cllr Hester (Vice Chair) and Nick Clancy.

5. HONORARIUM CLOCK WINDER

A letter has been received saying he is paid under minimum wage, it was made clear this is an honorarium not a wage.

It was **RESOLVED** to increase honorarium to £425 per year, proposed Cllr S Stuckey, and seconded Cllr J Witte.

6. HEAD GROUNDSMAN/DEPUTY GROUNDSMAN

Head Groundsman has declined job, Mr D Gilbert to continue as acting Head Groundsman.

It was **RESOLVED** that we re-advertise, proposed by Cllr Bull and seconded by Cllr Hester.

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7. STAFF ISSUES

Already discussed

8. ANY OTHER BUSINESS PERMITTED BY CHAIR

Webinare - an online course for Data Protection, legislation changes May 2018 run by SLCC.

It was **RESOLVED** that all Cilca trained staff can take the course proposed by Cllr J Melville, seconded J Witte.

9. DATE OF NEXT MEETING

Wednesday 15th November 2017.

GRANTS

BRADFIELD CRICKET CLUB

Grant applied for by Bradfield Cricket Club £1000.

It was **RESOLVED** to donate £500, proposed by Cllr J Witte and seconded by Cllr Stuckey.

The meeting closed at 18.32