Holymoorside & Walton Parish Council

Minutes of the personnel committee meeting held on Wednesday 10th August 2022 in Holymoorside Village Hall, Holymoorside, Chesterfield

Present; *Councillors* M E Thacker (in the chair), P Maskrey, J Swallow & P Truscott; *Clerk* K Brailsford

AGENDA PART 1 - non-confidential information

PC121/22-23 **To receive apologies for absence**

NOTED; apologies from Cllr A Holmes with no reason given.

PC122/22-23 **Variation of the Order of Business**

NOTED; no variation in the order of business was deemed necessary.

PC123/22-23 **Public Questions**

NOTED; no members of the public were in attendance to comment on any matter.

NOTED; no DCC councillor was in attendance and NEDDC Cllr M Thacker did not wish to report on any matters.

NOTED; no member with a significant other interest in an agenda item wished to speak at this point in proceedings.

PC124/22-23 **Declarations of Interest**

NOTED; no member declared the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda.

PC125/22-23 **Exclusion of Public**

NOTED; no exclusion of the public or press was deemed necessary for part one of the agenda.

PC126/22-23 **Part 2 - Confidential Business**

RESOLVED; that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded because of personnel issues and they are instructed to withdraw.

NOTED; consideration of the draft fixed term contract (papers circulated previously in the agenda pack).

RESOLVED; acceptance of the fixed term contract as presented.

NOTED; provision of H&S training and associated costs, which varied from £50 to £250 and the Clerk was instructed to source a provider that offered relevant information related to the duties required for the caretaker, whilst offering best value.

NOTED; consideration of the pay related to the position of a caretaker to cover both Walton and Holymoorside village halls.

RECOMMENDED; the position be paid at an hourly £10 per hour rate.

RESOLVED; a start date of the 1st September 2022 as cover was required for staff annual leave later that same month.

RESOLVED; to offer the candidate, who was interviewed on the 27th July 2022 a six month fixed term contract, proviso to satisfactory and clear Disclosure & Disbarring checks.

NOTED; Cllr J Swallow attended the meeting from this point forward.

NOTED; ongoing personnel issues related to long term sickness and that advice from the council's HR company continued to be followed.

NOTED; the council's previous resolution (PMR FL112/22-23) would now be implemented for this on-going situation. However, it was agreed that the costs by NEDDC were, as yet unknown, but their proximity and willingness to attend on site meetings at Holymoorside village hall were considered a huge benefit.

NOTED; as agreed by full council (PMR FL082/22-23) members in attendance discussed and advised the Clerk on the pre-renewal questionnaire from Gallagher, the council's current insurance provider.