

A meeting of the Employment & Personnel Committee was held in the Pavilion, Manor Park Sports Club, Hackthorn Road, Welton on Monday 8<sup>th</sup> September 2025 at 6.45pm

**Present:** Cllrs R Fletcher (Chairman), Mrs M Chapman, M Powell, D Pikett, N Hornsey and G Briggs

**Clerk:** Mrs J Murray

Please be advised that these are notes of the meeting taken by the Clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting.

A public participation session took place prior to the official start of the meeting.

**25/09/15** Chairman's Remarks

The Chairman welcomed everyone to the meeting.

**25/09/16** Apologies

On a proposal from Cllr Mrs Chapman, seconded by Cllr Hornsey, it was **RESOLVED** by a unanimous vote that apologies were received and accepted from Cllr Mrs Grimble having considered her reason for absence.

**25/09/17** Declarations of Interest

None

**25/09/18** Minutes

On a proposal from Cllr Powell, seconded by Cllr Hornsey and **RESOLVED** following a unanimous vote that the notes of the meeting held on 14<sup>th</sup> July 2025 were approved and signed as the minutes.

**25/09/19** Clerk's Report

The Clerk had nothing to report on this occasion.

**25/09/20** Closed Session

On a proposal from Cllr Mrs Chapman, seconded by Cllr Hornsey, it was **RESOLVED** following a unanimous vote for the Council to move into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for the following employment matters.

**25/09/21** Employment Matters

- a. **Staffing:** A Facilities Assistant was interviewed and appointed, but since has had an accident preventing them from commencing work; a further offer of a zero hours contract was given, but no response has been received. On a proposal from Cllr Briggs, seconded by Cllr Hornsey and **RESOLVED** following a unanimous vote it was agreed that if no further contact is made by the 30<sup>th</sup> September, the offer will be withdrawn.
- b. A proposal has been put forward by the Clerk to employ the Facilities Team Lead on a full-time basis, therefore there will be no requirement for another Facilities Assistant; working 37 hours a week 8.00am – 4.00pm Monday – Thursday and 8.00am – 1.00pm on Friday with the requirement to work weekends, evenings and Public Holidays when required. A discussion took place as to whether there is sufficient work and it was pointed out that there is and when the Village Hall is transferred to the PC, there will be even more maintenance work required. There would also be some merit in employing a casual worker on a zero hours basis to fill in as and when required. On a proposal from Cllr Fletcher, seconded by Cllr Hornsey and **RESOLVED** following a unanimous vote to offer a full time contract to the Facilities Team Lead at an increased rate of pay.

**25/09/22** Councillors Reports

None

**Chairman:** ..... **Date:** .....