

**MINUTES OF PAY & PERSONNEL SUB-COMMITTEE OF  
BARTON-LE-CLAY PARISH COUNCIL HELD ONLINE  
ON TUESDAY 2<sup>nd</sup> JUNE 2020 COMMENCING AT 3.30 PM**

Present: Councillors Mr J Roberts (Chair), Mr J Selley (Vice-chair), Mrs B Thomas and Mr L Davison-Williams

In attendance: Mrs C Callen (Clerk)

Minutes: Mrs C Callen

**20/019 APOLOGIES FOR ABSENCE – None**

**20/020 SPECIFIC DECLARATIONS OF INTEREST – None Received.**

**20/021 MATTERS ARISING**

There were none.

**20/022 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 18<sup>th</sup> MAY 2020**

Councillor Roberts **PROPOSED** approval of the minutes of the Pay & Personnel Sub-Committee meeting held on 18<sup>th</sup> May 2020, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

**20/023 EXEMPT BUSINESS –**

Resolution to exclude members of press and public from debate on agenda items 20/024 to 20/025 (Standing Order 67). "That in view of the confidential nature of business being transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw".

Councillor Roberts advised that as there were no members of the press or public present, the resolution was not required to be passed.

**20/024 TO CONSIDER AND APPROVE APPOINTMENT OF THE GROUNDS/FACILITY MAINTENANCE PERSON AND AGREE STATEMENT OF TERMS OF EMPLOYMENT**

Further to the previous meeting, Councillor Davison-Williams confirmed that he had now met with both the prospective candidates and given them a tour of the main Parish Council sites. He had also provided them with a copy of the maintenance schedule. He then provided an overview of their skills, competencies and experience. Following discussion and a majority decision, with the chair using his casting vote, Councillor Roberts **PROPOSED** that [REDACTED] be offered the position as Grounds/Facility Maintenance Person, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

Draft statement of terms were then reviewed and Councillor Roberts **PROPOSED** recommendation of a starting salary [REDACTED] be offered, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

**20/025 TO CONSIDER AND RECOMMEND EQUALITY & DIVERSITY POLICY**

A new policy was drawn up by the Clerk, overviewed and amended by Councillor Roberts and presented to the members for consideration. Following discussion, the amendments were endorsed. Councillor Roberts **PROPOSED** that the draft Equality & Diversity Policy was recommended, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

**20/026 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

There were none.

The meeting closed at 4.40pm.