

**MINUTES OF PAY & PERSONNEL SUB-COMMITTEE OF  
BARTON-LE-CLAY PARRISH COUNCIL HELD AT BARTON-LE-CLAY  
VILLAGE HALL ON MONDAY 17<sup>th</sup> JULY 2017 COMMENCING AT 7.30PM**

Present: Councillors, Mrs B. Thomas (Vice-Chair), Mr D. Gunter, Mr J. Selley and Mr L. Davison-Williams.

Minutes: Mrs A. Merryweather (Clerk)

**17/145 APOLOGIES FOR ABSENCE** – Councillor Mr J. Roberts (Chair).

**17/146 SPECIFIC DECLARATIONS OF INTEREST** – None Received.

**17/147 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 19<sup>th</sup> JUNE 2017.**  
PROPOSED by Cllr Thomas, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.

**17/148 MATTERS ARISING** – None.

**17/149 EXEMPT BUSINESS** – Cllr Thomas passed the Resolution to exclude members of press and public from debate on agenda item 17/150 and 17/153 (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”.

**17/150 TO CONSIDER RECOMMENDATIONS FOR TEMPORARY CANDIDATES AND APPROVE APPOINTMENT OF HANDYMAN.**

Cllr Thomas PROPOSED to accept Cllr Roberts recommendation to appoint [REDACTED] as Temporary Handyman and submit to P&R Committee for approval, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED. **ACTION: Clerk to request references and a copy of the DBS check to take to Council for approval 24/7/17.**

**17/151 TO CONSIDER RECOMMENDATIONS FOR PERMANENT CANDIDATES AND APPROVE APPOINTMENT OF GROUNDS/FACILITY MAINTENANCE PERSON.**

Cllr Thomas PROPOSED to recommend the appointment of [REDACTED] as Permanent Grounds / Facility Maintenance person and submit to P&R Committee for approval, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED. **ACTION: Clerk to request references and a DBS check.**

Cllr Thomas passed on her thanks to Cllr Roberts & the Clerk their work on recruitment.

**17/152 TO REVIEW AND APPROVE THE TEMPORARY CONTRACT FOR THE HANDYMAN.**

Cllr Thomas PROPOSED to recommend the terms & conditions of employment to be approved at the Extra-Ordinary Meeting on 24/7/17, with a provisional start date of 25<sup>th</sup> July 2017, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.

**17/153 TO REVIEW AND APPROVE THE PERMANENT CONTRACT FOR THE GROUNDS/FACILITY MAINTENANCE PERSON.**

Cllr Gunter PROPOSED to recommend the statement of terms & conditions and the contract of employment, with noted amendments, to be approved, SECONDED by Cllr Thomas and UNANIMOUSLY CARRIED. Cllr Davison-Williams PROPOSED to change the statement of terms & conditions to ‘Essential car user’ at the NALC rate, SECONDED by Cllr Selley and UNANIMOUSLY CARRIED.

**17/154 ANY OTHER BUSINESS OF AN URGENT NATURE** – Staff Appraisals will need to be carried out in September by the P&P Chairman and the Clerk. **ACTION: Clerk to set dates with the staff.**

The meeting closed at 8.35pm.