

STOKESLEY TYOWN COUNCIL
EMPLOYMENT COMMITTEE

A Meeting of the Employment Committee was held
on Tuesday 28 October 2025 commencing at 7 pm

Employment Committee Membership

Cllr Mike Canavan, Sean Carey, Cllr Claire Craster, Cllr Bryn Griffiths and Cllr Graham Sowerby.

Present: Cllrs Sean Carey, Claire Craster and Bryn Griffiths.

Mrs Julie McLuckie, Town Clerk

1/28/10/25 NOTICE OF MEETING

RESOLVED that the public notice of the meeting had been provided in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.

2/28/10/25 MEMBERS OF THE PUBLIC

None present.

3/28/10/25 APOLOGIES FOR ABSENCE

RESOLVED that the apologies from Cllrs Canavan and Sowerby be received and approved.

4/28/10/25 ELECTION OF CHAIR

RESOLVED that Cllr Claire Craster be appointed Chair for the coming year.

5/28/10/25 DECLARATION OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

6/28/10/25 TERMS OF REFERENCE

RESOLVED that the Terms of Reference be approved.

7/28/10/25 MINUTES FROM THE MEETING HELD ON 19 FEBRUARY 2025

RESOLVED that the minutes from the meeting held on 19 February 2025 be agreed and signed as a true and accurate record.

8/28/10/25 SICKNESS / HOLIDAY / ABSENCE DATA - SUMMARY

RESOLVED that the Sickness / Holiday / Absence data report be received and noted. The Clerk would conduct a return to work interview prior to the return for the member of staff currently on sick leave and if required a doctor's review would be arranged.

9/28/10/25 TRAINING

- a. **Delivered and Recorded** – Cllrs Craster and Yuille attended the Health & Safety webinar on 29 May 2025. Cllr Yuille attended A basic understanding of planning system webinar on 17 June 2025. Cllrs Atkinson and Yuille attended the Powers, Policies and Procedures webinar on 2 July 2025. Cllr Yuille attended the Planning, Enforcement and Appeals webinar on 9 July 2025. Cllrs Craster and Yuille attended the Data Protection and UK GDPR webinar on 18 August and Cllr Atkinson attended the Charing Skills Part 1 and 2 in September 2025.
- b. **Planned** – The Clerk is in the process of organising the Fire Safety and First Aid Training for both the Stewards and Town Council staff, this would also be offered to The Globe and open to Councillors.

10/28/10/25 BUDGET REVIEW 2026/2027

RESOLVED that the following be submitted to the Finance Committee meeting on 2 December 2025 for their consideration:-

Town Hall Trust – currently there is no firm decision on the increase to the living wage – the prediction currently is that it could be increased to £12.71 or a maximum of £12.86. The figures below reflect these two options.

1. Increase from £12.21 to £12.71 would require a budget of £52k.
2. Increase from £12.21 to £12.86 would require a budget of £53k.

Uniform budget to remain at £1k.

Training Budget to remain at £1k.

Town Council – the following figures are based on a 3% and 3.49% increase along with the living wage options as above.

1. Increase by 3% would require a budget of £82,400k
2. Increase by 3.49% would require a budget of £82,800k

Training budget to remain at £1k.

The Globe Community Library Staffing Costs.

1. Increase by 3% would require a budget of £23,700k
2. Increase by 3.49% would require a budget of £23,800k

11/28/10/25 TO REVIEW THE TERMS AND CONDITIONS OF THE TOWN HALL STEWARDS

RESOLVED that the Incapacity section of the Town Hall Stewards contract be brought in line with the Town Council employees and be updated as follows:

SICK PAY

Provided that you comply with the Council's sickness absence policy, you will receive sick pay when you are absent from work because of sickness, as follows:

during 1st year of service	· one month's full pay and (after completing 4 months' service) 2 months' half pay
during 2 nd year of service	· 2 months' full pay and 2 months' half pay
during 3 rd year of service	· 4 months' full pay and 4 months' half pay
during 4 th & 5th year of service	· 5 months' full pay and 5 months' half pay
after 5 years' service	· 6 months' full pay and 6 months' half pay

The qualifying period excludes any previous employment in local government and is on a 12 month rolling basis.

12/28/10/25 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Town Council excluded the press and public from the meeting to deal with items of a confidential nature.

13/28/10/25 SICKNESS ABSENCE / DETAILS

RESOLVED that sick notes had been provided for all the sickness absences recorded in accordance with the policy.

Reserved Matters - Employment Committee Only

14/28/10/25 REMUNERATION

RESOLVED that the seasonal bonuses for all staff employed by the Town Council and the Town Hall Trust were reviewed and agreed.

The meeting closed at 7.30 pm.

Signed Date