

STOKESLEY TYOWN COUNCIL
EMPLOYMENT COMMITTEE

A Meeting of the Employment Committee was held
on Tuesday 5 September 2023 commencing at 7 pm

Employment Committee Membership

Cllr Mike Canavan, Sean Carey, Cllr Bryn Griffiths, Cllr Graham Sowerby and Cllr Andy Wake.

Present: Cllrs Mike Canavan, Bryn Griffiths and Andy Wake.

Mrs Julie McLuckie, Clerk

1/05/09/23 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.

2/05/09/23 MEMBERS OF THE PUBLIC

None present.

3/05/09/23 APOLOGIES FOR ABSENCE

RESOLVED to receive and approve the apologies of absence from Cllr Graham Sowerby.

4/05/09/23 ELECTION OF CHAIRMAN

RESOLVED to defer the appointment to the next meeting.

5/05/09/23 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

6/05/09/23 TERMS OF REFERENCE

RESOLVED that the Terms of Reference were reviewed and agreed with three amendments:-

Additional sentence to be added to the first paragraph – *‘A member can be co-opted to attend the meeting if it is known in advance that the meeting will not be quorate.’*

Paragraph 6 to read *‘Have delegated authority to spend the agreed annual budget for the Town Council staff and member training.’*

Paragraph 7 to read *‘Have delegated authority to spend the agreed annual budget for the Town Hall Staff Training.’*

7/05/09/23 MINUTES FROM THE MEETING HELD ON 18 APRIL 2023

RESOLVED that the minutes from the meeting held on 18 April 2023 be agreed and signed as a true and accurate record.

8/05/09/23 SICKNESS / HOLIDAY / ABSENCE DATA - SUMMARY

RESOLVED that the Sickness / Holiday / Absence data report be received. It was agreed to remove the Covid column and add a Holiday Entitlement Column.

9/05/09/23 TRAINING

RESOLVED that the Clerks were due to receive the previously agreed social media training on Wednesday 20 September 2023. The Clerks, Councillors along with other local businesses and groups were due to attend a risk training event called Communities Defeat Terrorism ran by SCaN on 13 September 2023. A YLCA Whole Council Training session has also been booked for the evening of 21 November 2023. It was agreed to produce a Case Studies pack for members of the Planning Committee to review so that they get an understanding of what the Planning Department considers when reviewing applications. Members continue to be encouraged to identify training required.

10/05/09/23 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.

11/05/09/23 SICKNESS ABSENCE / DETAILS

RESOLVED that there were no concerns relating to sickness.

12/05/09/23 STAFF REVIEW

RESOLVED that the Clerk confirmed that the annual appraisals for all staff were completed, and training requests and targets agreed. The Clerk was asked to consider a role for a person who could carry out ‘odd jobs’ for the Town Council on one day a week basis but who could also provide cover for the Caretaker / Stewards as required.

Reserved Matters - Employment Committee Only

13/05/09/23 REMUNERATION

RESOLVED that the seasonal bonuses for all staff employed by the Town Council and the Town Hall Trust would remain the same for this year.

The meeting closed at 8.20 pm.

Signed Date