

MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL
HELD AT GOSFORTH LODGE ON MONDAY 22nd NOVEMBER 2021

Present:

Councillors S. Burkitt, L. Deighton, M. Emmens, A. Foster, M. Foster, R. Hall, M. Hanrahan, M. Ireland, W. Jones, A. Powell, R. Spooner, K. Tait, R. Welton and P. Wright

In Attendance:

J. Mitchell (Assistant Town Clerk)

1. Apologies

Apologies were received from Councillors T. Collins, A. Dale, R. Gilmore, V. Kirk and P. Parkin

2. To consider a variation of order of business

There were no variations to the order of business.

3. Declarations of Interest

There were no declarations of interest.

4. Exclusion of the Press and the Public

160/21-22 RESOLVED

That in view of the confidential nature of the business about to be transacted it is advisable for the public interest, that the press and public be temporarily excluded and they are instructed to withdraw from the meeting.

5. Personnel Committee

Members received the minutes and recommendations from the Personnel Committee meeting held on 15th November 2021.

Cllr A Foster, thanked the current Town Clerk for his time at the Council.

161/21-22 RESOLVED

To approve the job description, scale point 44 and an increase in hours from 15 hours to 32 hours per week for the role of the Town Clerk.

162/21-22 RESOLVED

To advertise the Town Clerk vacancy internally for a period of seven days.

163/21-22 RESOLVED

That the contracted hours for the Project & Communications Officer and the Admin Officer are increased from 16 hours to 19.5 hours per week.

164/21-22 RESOLVED

To defer consideration of appointment of further staff until the outcome of the recruitment of the Town Clerk is known.

165/21-22 RESOLVED

That no employee has more than one day per week working from home, except in exceptional circumstances, and requests are delegated to the Town Clerk to manage.

166/21-22 RESOLVED

That any employee on a non-NJC contract is paid an additional £5 per hour when working between 6pm and 6am any day of the week, to be reviewed after six months.

167/21-22 RESOLVED

That all members of staff have DBS checks carried out.

168/21-22 RESOLVED

To note the minutes of the Personnel Committee Meeting held on 15th November 2021.

Meeting closed at 7:35pm

DRAFT

CHAIRMAN'S INITIALS
