

Members noted the continued hard-work and dedication of the Council's staffing team and the increased duties of a member of the Council's grounds team.

The ending of a staff member's fixed-term contract and possibility of offering a permanent role was also discussed.

It was RESOLVED that:

- i. the report on staffing matters be noted;**
- ii. the Town Clerk be delegated the authority, in consultation with the Vice-Chairman Cllr K Williams, to seek an Occupational Health Report to support the staff member on long-term sick leave and take any actions deemed appropriate on receipt of the report;**
- iii. to delegate authority to the Town Clerk to commit expenditure from the Staffing Earmarked Reserve in respect of 131ii above; reporting back to the Personnel Committee in October;**
- iv. a permanent post of Grounds Maintenance Assistant on the NJC Scale 17-23 be offered to the staff member on the completion of their fixed-term contract;**
- v. the terms and conditions of Council's lowest-paid staff be brought in-line with that of the caretaker's role to NJC Scale 17-23; and,**
- vi. one of the Council's Grounds Maintenance Assistants be recognised as Grounds Maintenance Supervisor, on the NJC Scale 24-28.**

132. CLOSURE

The meeting was closed at 6.38pm. It was noted that the next meeting was scheduled to take place on Wednesday 5 October 2022 at 6pm.

Date: _____

Chairman: _____