

COLWICH PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY MEETING OF THE EMPLOYMENT COMMITTEE HELD ON THURSDAY 13TH JULY 2017 AT THE PARISH CENTRE, ST. MARY’S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.

PRESENT: (For all or part of the meeting) Cllr Cooper (Chair); Cllr Billingsley; Cllr Birt; Cllr Dunn and Cllr Wells.

IN ATTENDANCE: Michael Lennon (Parish Clerk).

PUBLIC PARTICIPATION: No members of the public were present.

MINUTES

08/17EM CHAIRMAN FOR 2017/18.

Cllr Cooper was **PROPOSED** by Cllr Billingsley and **SECONDED** by Cllr Birt.

There being no other nominations, Cllr Cooper was duly elected to Chair the Committee.

09/17EM VICE CHAIRMAN FOR 2017/18.

Cllr Billingsley was **PROPOSED** by Cllr Cooper and **SECONDED** by Cllr Wells.

There being no other nominations, Cllr Billingsley was duly elected to be Vice Chair of the Committee.

10/17EM There were no APOLOGIES.

11/17EM There were no DECLARATIONS OF INTEREST.

12/17EM There were no WRITTEN REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011.

13/17EM THE MINUTES OF THE EMPLOYMENT COMMITTEE HELD ON 22ND FEBRUARY 2017.

RESOLVED to agree and sign the minutes as a true and accurate record.

PROPOSED Cllr Billingsley **SECONDED** Cllr Birt.

RESOLVED to suspend Standing Order 1.3 and to exclude members of the press and public due to the personal nature of the discussion.

PROPOSED Cllr Cooper **SECONDED** Cllr Billingsley.

14/17EM THE COUNCIL’S DUTY OF CARE TO EMPLOYEES.

RESOLVED to reinstate Standing Order 1.3 and to readmit members of the press and public.

SIGNED AS A TRUE AND ACCURATE RECORD.....

DATE.....

PROPOSED Cllr Cooper **SECONDED** Cllr Billingsley.

15/17EM EMPLOYEE APPRAISAL SYSTEM.

RESOLVED to recommend to the Full Council that the Clerk’s Appraisal be undertaken by the Chairman of the Council plus one from either: Chairman of the Employment Committee, Vice Chair of the Council or Vice Chair of the Employment Committee.

RESOLVED to recommend to the Full Council that the Appeal panel be chaired by either one of the above, not involved in the Appraisal, or by a Cllr from the Employment Committee appointed at the inaugural meeting of the Committee each Council year.

RESOLVED to recommend to the Full Council that the Clerk undertakes the Appraisals for other officials, with assistance from the Chairman of the Employment Committee.

RESOLVED to recommend to the Full Council that, at least, quarterly meetings should be held to inform the Annual Appraisal.

PROPOSED Cllr Cooper **SECONDED** Cllr Dunn.

16/17EM DATE OF NEXT MEETING to be 23rd November 2017.

Meeting closed at 9:25pm.

SIGNED AS A TRUE AND ACCURATE RECORD.....

DATE.....