

**Elloughton cum Brough Town Council**  
**60 Welton Road, Brough, HU15 1BH**  
**Write to: PO Box 124, Brough, HU15 1YH**  
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Minutes of the Extra-Ordinary Meeting of the Personnel committee held on Tuesday 15<sup>th</sup> March 2022 in the Meeting Room, Petuaria Community Centre, Centurion Way, Brough.

**Members Present:** Cllr Bentley, Cllr Luckraft, Cllr Muzaffar, Cllr Rowe

**Meeting Clerk:** Philippa Beverley (Town Clerk)

**Public Forum:** No members of the public in attendance

## MINUTES

**PL45/20 To accept apologies**  
No apologies received.

**RESOLVED: Council received no apologies.**

**PL46/20 To accept Declarations of Interest relating to items on the agenda.**  
No declarations of interest received.

**PL47/20 Exclusion of Press and Public**  
Due to the confidential nature, Members may resolve to exclude the press and public from the meeting during consideration of the next item in accordance with the Public Bodies (Admission to Meetings) Act 1960. The next item of the agenda can be treated as confidential because it relates to confidential staffing issues, such as terms of service, contractual arrangements and the engagement of staff.

**PL48/20 To discuss and approve appointment of Caretaker/Handyman.**  
Committee held a robust conversation around the Handyman and the recent interview of candidate. Cllr Rowe proposed, seconded by Cllr Luckraft and agreed unanimously to make offer of employment to candidate on pay scale SCP 7 for 10 hours per week, to be worked flexible apart from attending to the park on Saturday and Sunday am. Town Clerk instructed to contact candidate and make offer and start process of contracts and start dates.

**RESOLVED: Committee resolved to instruct Town Clerk to confirm offer of employment to the candidate who interviewed for the Handyman role. Salary to be offered, SCP 7 for 10 hours a week, flexible apart from the attendance of the park on Saturday and Sunday am. Town Clerk instructed to commence on boarding the candidate and to issue offer of employment and contract.**

Signed: ..... *P. H. Luckraft* .....

Date: ..... *12/7/22* .....

PL49/ 20

To note the next Personnel Committee Meeting is to be held at 1pm on Tuesday 12<sup>th</sup> April 2022, at Meeting Room, Elloughton cum Brough Town Council, 60 Welton Road, Brough, HU15 1BH.

Cllr Rowe proposed, seconded by Cllr Bentley that this meeting be cancelled unless anything significant be required to be discussed due to the short period between meetings.

**RESOLVED:** Council resolved to cancel the next meeting unless any significant business be required to be discussed due to the short period of time between meetings.

Signed: .....  .....

Date: ..... 12/7/22 .....