

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Report 2

STAFFING COMMITTEE MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON WEDNESDAY 26TH JUNE 2019 at 10.30AM

Present:

Cllr Mrs Anderton
Cllr Connell
Cllr Miss Hutchinson
Cllr Rooke

Also in Attendance:

Cllr Mrs Dixon-Dougherty

S1/06/19 Election of Chair and Vice-Chair

ACTION

It was proposed by Cllr Mrs Dixon-Dougherty and seconded by Cllr Miss Hutchinson that Cllr Anderton be elected as Chair of the Committee. Cllr Anderton agreed to stand and was duly elected.

It was proposed by Cllr Mrs Dixon-Dougherty and seconded by Cllr Miss Hutchinson that Cllr Rooke be elected as Vice-Chair of the Committee. Cllr Rooke agreed to stand and was duly elected.

S2/06/19 Apologies for Absence

There were no apologies received in respect of the meeting.

Clerk

S3/06/19 Declarations of Interest

Cllr Connell declared his membership of Eden District and Cumbria County Councils.

S4/06/19 Discussion on Matters Arising at the Council Meeting

After discussion it was **RECOMMENDED** that Mrs Jo Brabbins, following a handover period, be appointed as Temporary Town Clerk, with her agreement, to work up to 21 hours per week, with a six month fixed contract.

It was, also, **RECOMMENDED** that Mrs Amanda Cannon be appointed as Temporary Responsible Finance Officer.

S5/06/19 Committee Changes

In light of developments it was **RECOMMENDED** that Cllr Mrs Dixon-Dougherty, in her role as Town Mayor, resign her position on the Appeals Committee and become a member of the Staffing Committee.

S6/06/19

Pay and Hours of Staff

It was agreed that Cllr Mrs Anderton would contact CALC and, if necessary, NALC for information re correct [procedures before any decision could be made on any changes to pay and hours of staff. It was agreed that any subsequent increase in pay would be back-dated to 15th July 2019. It was agreed that any extra hours worked during this change-over period would be paid at the correct rate.

S7/06/19

Role of Property Manager

It was **RECOMMENDED** that the Property Manager, Mr Leslie Witt, would, in future, liaise with Mr Adrian Banford, the HAZ Officer, and work on, and assist with, the National Lottery Heritage Grant.

S8/06/19

Date of next Committee Meeting

It was **RECOMMENDED** that the date of the next meeting would be called as soon as possible after the return of the Chair.

There being no further business the meeting closed at 11.30am.

AT THE COUNCIL MEETING ON: **WEDNESDAY 17th JULY 2019**

THE COMMITTEE CHAIR WAS AUTHORISED, BY THE COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEIR BEING A TRUE AND ACCURATE RECORD

