

BEVERLEY TOWN COUNCIL

POLICY COMMITTEE MEETING

GREEN PAPER

10th March 2014

Present: Councillors Pinder (Chair), Astell, Jack, McGrath, Pearson and Thorley.

In Attendance: Councillors Cox, Whitfield and Carol Oliver (Assistant Town Clerk)

702 To consider staffing finances for 2014/15 (Please see Private and Confidential spreadsheet circulated)

Members questioned the duties of staff. This matter is being referred to the Personnel Committee.

A fixed one year Contract is to be offered to a member of staff by the Town Clerk in writing to be approved by the Chair of Personnel Committee. The member of staff in question has requested a higher hourly rate than previously offered, but on the basis that she will not take up the pension option which will render the outcome no more expensive to BTC. The offer is to be made on this basis i.e. at the higher rate, but on the understanding that that member of staff may not then elect to join the pension scheme during the term of the contract.

Resolved - the duties of staff are to be discussed by the Personnel Committee and a fixed one year Contract at the revised rate, but without pension for the whole term is to be offered to a member of staff by the Town Clerk in writing to be approved by the Chair of Personnel Committee.

703 Confidential matters raised by Councillor Astell under Minute 700

Councillor Astell questioned why two payments (one for the Field to Table project) for works to Sparkmill allotments had been made to a private contractor and the council's handy man had not been allocated these works.

Resolved – the Town Clerk to provide an explanation why two payments (one for the Field to Table project) for works to Sparkmill allotments were made to a private contractor and the council's handy man had not been allocated these works. to next Full Council

Action Plan

Minute/Action	Person Responsible	Time to be reported back
702 – (i) Duties of Staff (ii) Fixed One year Contract to be offered in writing to be approved by Chair of Personnel Committee	Personnel Committee The Town Clerk	
703 – an explanation as to why two payments for works to Sparkmill allotments were made to a private contractor and the council's handy man had not been allocated these works	The Town Clerk	Full Council 31 st March 2014