



**Minutes of the Meeting of the Working Practices Committee  
Tuesday 14 September 2023  
6.30pm**

**Present:** Cllrs Doug Waller (Chairman), Craig Gale, Roy Margetts, Ken Peters, Steve Thomas and Sarah Wilson.

**In attendance:**

G Burt, Clerk to the Council

**25/23 Chairman's Announcements.**

The Chairman advised that Cllrs wishing to speak should raise their hand and speak loudly and clearly.

**26/23 Apologies.**

None.

**27/23 To Receive Declarations of Interest and Notification of Changes to Members' Interests.**

None.

**28/23 Public Session.**

None.

**29/23 Approval of the Minutes of the Working Practices Committee meeting held on 14 June 2023, previously circulated.**

On the proposal of Cllr Steve Thomas, seconded by Cllr Ken Peters, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

**30/23 Matters Arising.**

None.

**31/23 Exclusion of Press & Public.**

On the proposal of Cllr Sarah Wilson, seconded by Cllr Ken Peters, **RESOLVED** that in view of the confidential nature of the business about to be transacted (staffing), the press and public be temporarily excluded and they are instructed to withdraw.

**32/23 Reports for noting.**

Members received reports on the Litter Warden vacancy, the last End of Year Reviews and 2022-23 pay award. **NOTED.**

**33/23 Variation of Terms and Conditions for staff.**

Members considered a suggestion to vary the terms and conditions of staff contracts. On the proposal of Cllr Sarah Wilson, seconded by Cllr Doug Waller, **RESOLVED** that the proposal not be supported.

**34/23 Additional Member of Office Staff.**

Members were supportive of the need to consider the future resilience of the Parish Office, in case of unforeseen circumstances. On the proposal of Cllr Sarah Wilson, seconded by Cllr Ken Peters, **RESOLVED** that a costed proposal for an additional member of staff in the parish office be put forward for consideration for the 2024-25 budget.

**35/23 Any other matters for information only.**

None.

**36/23 Date of Next Meeting: Wednesday 15 November 2023.**

Meeting closed at 7.12pm.

**Chairman**

**Date**