



**Minutes of the Meeting of the Working Practices Committee
Wednesday 1 May 2025
7.00pm**

Present: Cllrs Steve Thomas (Chairman), Anna Rhodes, Kate Rowbottom and Doug Waller.

In attendance:

G Burt, Clerk to the Council

14/25 Chairman's announcements

1. That the meeting was being streamed to the internet.
2. Cllrs wishing to speak should raise their hand and speak loudly and clearly.
3. Mobile 'phones should either be switched off or silenced.

15/25 Apologies

Apologies for absence were received from Cllr Craig Gale for an approved reason. On the proposal of Cllr Steve Thomas, seconded by Cllr Doug Waller **RESOLVED** to accept the apology and reason given.

16/25 To receive Declarations of Interest and Notification of Changes to Members' Interests

The Clerk declared an interest in Minute 22/25b.

17/25 Public Session

None.

18/25 Approval of the minutes of the Working Practices Committee meeting held on 23 February 2025, previously circulated.

On the proposal of Cllr Kate Rowbottom, seconded by Cllr Doug Waller, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

19/25 Clerk's Report

None

20/25 To review Co-option Application Form

As a result of some newer Cllrs seeming reluctant to joining Cttees, resulting in some Committees being at times barely quorate, Cllrs felt that by reviewing the co-option form, through which many Cllrs join the Council, it would emphasize the expectation that Cllrs should attend more than just bi-monthly Council meetings. On the proposal of Cllr Steve Thomas seconded by Cllr Anna Rhodes, **RESOLVED** that the co-option form be amended to include the following question:

Much of the detailed work of the Council is exercised through its various Committees which Cllrs are expected to join. Which two Cttees would you be keen to join should you be coopted? (Details of all committees can be found on the Council's website.)

21/25 Exclusion of Press & Public

On the proposal of Cllr Steve Thomas seconded by Cllr Doug Waller, **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.

22/25 Issues raised during End of Year Review

- a. External Consultant Andy Beams had been asked to take a look at an issue raised by a member of staff relating to terms and conditions *vis-à-vis* another member of staff. The issue had now been resolved and new contracts of employment would be issued to both staff members. **NOTED.**

The Clerk left the room.

- b. External Consultant Andy Beams had been asked to review the Clerk's Scale Point (SCP) as there was concern that if the Clerk left, the Council would find the current SCP significantly below what the Council would need to recruit upon. On the proposal of Cllr Steve Thomas seconded by Cllr Doug Waller, **RESOLVED** that the Clerk's salary be raised in line with the independent evaluation (copied to all Councillors) accordingly, back dated to 1st April 2025.

The Clerk returned to the room.

23/25 Date of Next Meeting: Wednesday 11 June 2025

Meeting closed at 7.39pm.

Chairman

Date