

CONFIDENTIAL

Haverhill Town Council

Minutes of Haverhill Town Council's

PERSONNEL COMMITTEE

Held on Thursday 20th October 2016 at 6.30pm at Haverhill Arts Centre, Haverhill



HAVERHILL
TOWN COUNCIL

- Present:** Councillor M Byrne (Chairman)
Councillor P Fox
Councillor B McLatchy
- Apologies:** Councillor A Bramwell
Colin Poole (Town Clerk)
- In Attendance:** Vicky Phillips (Assistant Town Clerk)

No members of the public were present.

Welcome:

Councillor Byrne welcomed everyone to the meeting.

- P16 /009** Apologies for Absence
The above apologies were noted.
- P16 /010** Declaration of Interests and requests for Dispensations
None
- P16 /011** Minutes of the last meeting
The minutes of the meeting held on 7th June 2016 were approved as an accurate record.
- P16 /012** Non-confidential Matters Arising from the Minutes
P16/004 – Clerk to update members on funding for Youth Skills Project.
- P16 /013** Exclusion of Press and Public
It was proposed by Councillor M Byrne, seconded by Councillor B McLatchy, that under the Public Bodies (Admission to Meetings) Act 1960, that the public and representatives of the media be excluded due to the confidential business to be transacted – HR Matters.
RESOLVED
- P16 /014** Staffing Issues
a) It was agreed to approve increasing Martin Page's hours from 21 to 24 hours per week, to be worked across 3 days.
b) It was agreed to approve user access for M Page to the bank accounts online for admin purposes only.
RESOLVED

Action

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P16 National Minimum Wage and National Living Wage

- /015** a) The increase for the rates for NMW & NLW 2016/17 was approved:
- | | |
|----------------|-------------|
| Apprentice <21 | £4.40 |
| Apprentice >21 | £6.95 |
| Age <21 | £5.55 |
| Age >21 | £8.25 (NLW) |

The committee wanted it noted that they did not feel that staff should suffer a penalty because of the possibility of taking on the Corn Exchange, this would be dealt with next year.

RESOLVED

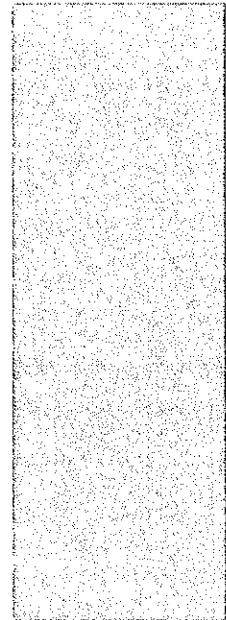
P16/ Any other Urgent Staff Matters

- 016** a) It was unanimously agreed that Alisha Jenkins be retained.

RESOLVED

P16 Closure

- /008** The meeting closed at 6.46pm



Signed
Chairman

Date.....