

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD IN THE **COUNCIL CHAMBER**
AT DITTON COMMUNITY CENTRE ON **WEDNESDAY 31ST AUGUST 2022**

PRESENT: CLLRS. MRS J DEARDEN [Chairman], MRS A THROSSELL, [Vice-Chair], J LOVER,
N NEWMAN & MRS G GODDEN
MRS N GREENAWAY [Clerk of the Council]

152. **OPENING OF MEETING**

The meeting was opened by the Chair at 2.00pm.

153. **APOLOGIES**

There were no apologies for absence.

154. **DECLARATIONS OF INTEREST**

Cllr Mrs Dearden declared a personal interest in item 150(c) as her husband is a member of caretaking staff.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and standing Orders 27 & 50 the Chairman to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

155. **STAFF & TRAINING**

It was **NOTED** that 12 members of staff from all departments had recently successfully completed the First Aid at Work Course.

(a) Admin Staff

Discussion took place on the performance of the Community Centre Admin Assistant during the continuation of the extension of the probation period.

Further information is contained in Confidential Memorandum Ref: 431.

(b) Grounds Staff

It was **NOTED** that two of the Groundsmen, along with the OSA Administrator were to attend a basic playground inspection course organised by KALC on 21st September.

Details about other grounds staff issues are contained in Confidential Memorandum Ref: 432.

(c) Caretaking Staff

It was **NOTED** that a pleasant leaving drink was held for Mont White and he was very touched by the gifts and thoughtful comments he received from the Council, staff and hirers.

It was **NOTED** a possible replacement caretaker had been interviewed and would be undertaking some trial shifts. The Clerk advised she would be interviewing another candidate but if suitable, it was likely they would only be needed on a casual basis.

(d) Bar Staff

Things are still going well although the Bar Supervisor is still seeking to find another Senior member of staff.

156. **CLOSURE**

The meeting closed at 3.04pm.

Chairman
5th September 2022