

CHAPEL-EN-LE-FRITH PARISH COUNCIL

**Minutes of the Meeting of the Personnel Committee held on
15th June 2021**

Held in the Annexe of the Town Hall, Chapel-en-le-Frith

Present: Councillors N Hill, Mrs S Walters and S Young.

In Attendance: Mrs SE Stockdale – Clerk to the Council
Mrs E Howe – Assistant Clerk
Mr P Brown – Park Manager

Apologies: None

22/42 Minutes of the Personnel Committee on 9th June 2021

Minutes numbered 22/63 to 22/64 were presented.

RESOLVED: That the Chairman of the committee be authorised to sign the Minutes as being a true and correct record.

22/ Park staffing roles and responsibilities

The Park Manager requested staffing levels that would provide cover for holidays and sickness all year round.

RESOLVED:

It was agreed to extend the current rolling contracts for the two part time roles until the end of July.

It was agreed by employing two people on a permanent contract, one person to work three days a week and one person to work two days a week would allow better staffing of the parks all year round and allow cover for holidays and sickness leave.

It was agreed a new job description for the assistant park keeper roles be formulated to include a maintenance role allowing for maintenance work to be carried out within the parks and the Town Hall.

22/ To resolve to exclude the press and members of the public under the Public Bodies (Admission to Meetings) Act 1960.

None.

There being no further business the Chairman declared the meeting closed at 10.56am

CHAIRMAN

DRAFT