

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL HELD ON THURSDAY 6<sup>th</sup> JUNE 2013 @ 7pm IN THE PARISH COUNCIL OFFICE**

**Present: Councillors Mrs J Brown, Mrs M Hunt, S Haskell, C Lake, P Doherty, Mrs M Hunt and Mrs S Hoyland (Projects Officer)**

**1. Apologies for absence**

None received.

**2. Election of Chairman**

Councillor Mrs J Brown was unanimously elected to continue as Chairman.

**3. To Discuss extra working hours for Parish Lengthsman**

The quotation put forward by David Varley was discussed and it was noted that 5 hours represented the amount of time he has available at the present time.

**Resolved, subject to Council approval, as follows:-**

- **Quotation for extra 5 hours general litter picking be agreed subject to clarification that dog mess would also be removed.**
- **Clerk to prepare list of areas to be covered by David Varley on a regular basis, ie litter “hot spots” etc.**
- **David Varley to be asked if willing to do further extra hours on an “ad hoc” basis when the need arises.**
- **David Varley to be asked if willing to take on “dog warden” duties, ie to note problems, warn offenders and report back to Council.**

**4. To Review Staff Salaries**

Mrs Hoyland left the meeting and a closed discussion took place.

Mrs Hoyland was recalled to the meeting.

**Resolved that the Clerk send details by email of present rates of pay and recommended pay scales to the Personnel Committee for consideration.**

**5. Date of Next Meeting**

To be arranged.

**The meeting closed at 7.30pm. Another meeting will be called when any business occurs.**