



BANWELL PARISH COUNCIL

MINUTES OF THE MEETING OF THE EMPLOYMENT COMMITTEE HELD AT THE YOUTH & COMMUNITY CENTRE AT 7pm ON MONDAY 11th SEPTEMBER 2023

Present: Cllrs Paul Blatchford (Chairman), Paul Harding & Maggie McCarthy

In attendance: Liz Shayler (Clerk)

01/23 To receive and accept apologies for absence (agenda item 1).

No apologies were received.

02/23 To appoint a Chairman of the Employment Committee for 2023-24 (agenda Item 2)

Resolved – To appoint Cllr Blatchford as Chairman.

The resolution was correctly proposed and seconded (Unanimous)

03/23 To appoint a Vice Chairman of the Employment Committee for 2023-24 (agenda item 3)

Resolved – To appoint Cllr Harding as Vice Chairman.

The resolution was correctly proposed and seconded (Unanimous)

04/23 To receive members' declarations of interest on any agenda item (agenda item 4)

No member's declarations of interest were received.

05/23 To approve as a correct record the Employment Committee meeting minutes from the 5th of March 2023 (agenda item 5).

Resolved – That the minutes be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous).

The minutes of the meeting were signed by the Chairman as a correct record.

06/23 To note the Communications, Marketing and Grant Funding Officer's appraisal targets (agenda item 6).

The Communications, Marketing and Grant Funding Officer's appraisal targets were noted (see attached). He was congratulated on the £10,000 conditional solar panel funding and it was suggested that he attend Facebook training on meta business.

07/23 The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item 8 & 9 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. (agenda item 7)

Resolved – That the press and public be excluded from the meeting.

The resolution was correctly proposed and seconded (Unanimous)

08/23 To undertake the Clerk's six-monthly appraisal (agenda item 8)

The Chairman undertook the appraisal which resulted in a satisfactory outcome, identifying key work targets (see attached).

09/23 To discuss the end of the Communications, Marketing and Grant Funding Officers 6-month probation and agree a way forward.

Resolved: to extend the 6-month probation for four months. This is to enable the Employment Committee to further evaluate performance in relation to the communications and marketing side of the role after the Christmas Market and Christmas Window Trail events.

10/23 To agree the date of the next meeting (agenda item 9)

8th of January 2024 at Banwell Youth & Community Centre

The Chairman closed the meeting at 20:00

.....Chairman

.....Date