



# MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

EMP(08)M2

## EMPLOYMENT COMMITTEE

**Minutes** of a meeting of the Parish Council Employment Committee on Thursday 12<sup>th</sup> June 2008 commencing at 18:00 in The Parish Council Office Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mr PJ Brockett  
Cllr Miss DE Dann

Cllr Mr AG Dunford  
Cllr Miss LS Leonard

In Attendance

Mr MJ Green Clerk to Melton Parish Council

### 08.14 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

#### 08.14.01 Cllr Mrs JE Eckersley – Work Commitment

Council received this apology and **consented** to this absence.

### 08.15 TO APPOINT A CHAIRMAN OF MELTON PARISH COUNCIL EMPLOYMENT COMMITTEE

Proposed that Cllr Miss LS Leonard be elected Chairman of Melton Parish Council Employment Committee:

Proposed by: Cllr Dann

Seconded by: Cllr Brockett

**It was RESOLVED** that Cllr Miss LS Leonard be elected Chairman of Melton Parish Council Employment Committee.

### 08.16 TO RECEIVE DECLARATIONS OF INTEREST WITH REGARD TO ITEMS ON THE AGENDA AND ADDITIONS TO THE REGISTER

There were none

### 08.17 PUBLIC PARTICIPATION SESSION

#### 08.17.01 To receive representations from Councillors who have declared a prejudicial interest under item 08.16

There were no representations.

#### 08.17.02 To receive representations from members of the public in respect of items on the agenda only

There were no representations.

**08.18 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS**

There were no members of the public present.

**08.19 TO CONSIDER EXCLUSION OF PRESS & PUBLIC.**

As there were no members of the public present there was no reason to consider the exclusion.

**08.20 TO APPROVE THE MINUTES OF THE MEETING HELD ON 13<sup>TH</sup> MARCH 2008**

Minutes EMP(08)M1 of the meeting held on 13<sup>th</sup> March 2008 previously circulated were received and noted.

Proposed that the minutes be received and signed by the Chairman as a correct record.

Proposed by: Cllr Dann.

Seconded by: Cllr Dunford.

**It was RESOLVED** that the minutes be received and signed as a correct record

**08.21 EMPLOYMENT ISSUES - PARK WARDEN**

**08.21.01 Revised Job Description**

Draft revised job description and revised contract to reflect change in duties and job title previously circulated were received and noted.

Proposed that the revised job description and contract be adopted.

Proposed by: Cllr Dann.

Seconded by: Cllr Dunford.

**It was RESOLVED** that the revised job description and contract be adopted.

**08.22 ANY OTHER BUSINESS**

**08.23 COMMITTEE CHAIRMAN'S URGENT BUSINESS**

**08.24 DATE OF NEXT MEETING**

Thursday 11<sup>th</sup> September 2008 at 18:00 in the Parish Council Office.

There being no further business the meeting closed at 18:35

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
[Chairman]