



HOCKLEY PARISH COUNCIL

The Old Fire Station, 58 Southend Road, Hockley, Essex, SS5 4QH

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Personnel Sub Committee Chairman:

Cllr. P. Meacham

Personnel Sub Committee Members:

Cllr. N. Boxall

Cllr. R. Martin

Minutes from the online Personnel Sub Committee meeting held on Monday 26th April 2021 at 7.00pm. This meeting was closed to members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2) due to confidential business.

Present:

Chairman:

Cllr. P. Meacham

Councillors:

Cllr. N. Boxall

Substitute members:

Cllr. V. Randall (for Cllr. R. Martin)

Officers:

Kelly Holland, Clerk

Members of the public:

None

PERSC21/1

Apologies for absence

Apologies for absence were received from Cllr. R. Martin.

RESOLVED that the apologies be accepted.

PERSC21/2

Minutes

RESOLVED that the minutes from the Personnel Sub Committee meeting held on 19th January 2021 be approved as a correct record and signed by the Chairman after the meeting.

PERSC21/3

Declarations of Interests

None declared.

PERSC21/4

Senior Ranger role

Following the decision from the Personnel Committee to delegate authority to the Sub Committee to produce a job description for a Senior Ranger role, members considered the job description and report with suggested options.

An in-depth discussion ensued relating to requirements of the Council moving forward and the management in general of all areas of the Council work. Consideration was given to a number of options along with the financial implications for each of the options. It was noted that a working plan would need to be created for the environmental works moving forward.

RESOLVED that

- (a) a Senior Ranger role be created for 28 hours per week to a maximum pay scale of SCP14;
- (b) subject to minor amendment, the proposed job description be approved;
- (c) the increase in pay scale and associated costs be ratified by the Resources and Procedures Committee.

PERSC21/5 **Items for the next agenda**

To formulate line management practices for the Council.

PERSC21/6 **Date of future meetings**

The next meeting of the Personnel Sub Committee is to be confirmed.

The meeting closed at 7.55pm

Signed:
Chairman

Date:
