



HOCKLEY PARISH COUNCIL

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

Telephone: 01702 207707 e-mail: enquiries@hockley-essex.gov.uk

Website: hockley-essex.gov.uk

Personnel Committee Chairman:
Personnel Committee Members:

Cllr. N. Boxall

Cllr. P. Chelmsford

Cllr. P. Meacham

Cllr. M. Maddocks

Cllr. J. Waight

Minutes from the online Personnel Committee meeting held on Tuesday 13th July 2021 at 8.05pm.

Present:	<u>Chairman:</u>	Cllr. N. Boxall	
	<u>Councillors:</u>	Cllr. P. Chelmsford	Cllr. M. Maddocks
		Cllr. P. Meacham	Cllr. J. Waight
	<u>Visiting Councillors:</u>	Cllr. A. Styles	
	<u>Officers:</u>	Kelly Holland, Parish Clerk	
	<u>Members of the public:</u>	None	

The Chairman welcomed everyone to the meeting and reminded members of the meeting procedures.

PER21/13 Apologies for Absence

Apologies for absence had been received from Cllr. M. Carter.

PER21/14 Minutes

RECOMMENDED that the minutes from the Personnel Committee meeting held on 14th June 2021 be approved as a correct record and signed by the Chairman after the meeting.

PER21/15 Declarations of Interests

None declared.

PER21/16 Public Participation

Nothing raised.

PER21/17 Exclusion of press and public

RESOLVED that the Committee exclude the press and public from the remainder of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2).

Cllr. A. Styles left the meeting, 8.11pm

PER21/18 Senior Ranger role

The Committee received an update following the application and interview process for the Senior Ranger role. The position had proved difficult to fill due to the lack of hours required and the salary offered. Members had an in depth discussion as to how to proceed. Additional hours were considered under the proviso that Environment Committee define how the Rangers will be utilized to make both a positive impact in the community whilst saving money longer term.

RECOMMENDED that the hours for the post of Senior Ranger be increased to 37 hours per week on SCP11. The salary to be reviewed after 6 months with a view to increase the salary to SCP12 providing that objectives set had been reached.

PER21/19 Staff matters

The Clerk provided an update on staff matters, all personal development reviews had taken place.

PER21/20 Welfare of members

Members received a general update on member welfare and discussed ways in which this could be strengthened going forward.

PER21/21 Items for the next agenda

To review the Terms of Reference for the Committee.

PER21/12 Date of future meetings

The next scheduled meeting of the Personnel Committee is Monday 11th October 2021.

The meeting closed at 9.14pm

Signed: _____
Chairman

Date: _____