

PRESCOT TOWN COUNCIL

A meeting of the **HUMAN RESOURCES COMMITTEE**
for the **TOWN OF PRESCOT** was held on **FRIDAY 13th APRIL 2018** in the **PRESCOT TOWN HALL, 1 WARRINGTON ROAD, PRESCOT**, commencing at **4.45P.M.**

PRESENT

Councillors D. Friar, J. Chadwick, J. Molloy, L. O’Keeffe and S. Pimblett.

ALSO IN ATTENDANCE

D. Wilson (Town Clerk)
L. Sephton (Deputy Town Clerk)

20. TO RECEIVE APOLOGIES

Apologies were received from Cllr. D Rigby.

21. DECLARATIONS OF INTEREST

There were no declarations of interest received.

22. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Human Resources Committee held on 26th January 2018 be agreed as correct records and signed by the Chair.

23. TOWN COUNCIL STAFF ANNUAL APPRAISALS

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations in the report being: -

- Members approve the results of the annual staff appraisals for year ending 2018.
and
- Approve the proposed amendments to the Deputy Town Clerks job description and salary band, to accommodate the additional responsibility under the GDPR.



24. TOWN CLERKS ANNUAL APPRAISAL

It was **UNANIMOUSLY RESOLVED** to **NOTE** the appraisal outcome and the priorities for the coming year.

25. TRAINING REQUEST

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations in the report being: -

- Approve the training application attached to the report as appendix 1.

The meeting closed at 6.00p.m.

Dated: 14th September 2018

Signed: .....
(Cllr Dave Friar – Chair of Human
Resources Committee)

Cllr Dave Rigby
Acting Chair