

PRESCOT TOWN COUNCIL

A meeting of the **HUMAN RESOURCES COMMITTEE** for the **TOWN OF PRESCOT** was held on **FRIDAY 2nd NOVEMBER 2018** in **PRESCOT TOWN HALL, 1 WARRINGTON ROAD, PRESCOT**, commencing at **3.02 P.M.**

PRESENT

Councillors D Rigby, D. Friar, S. Pimblett and P. Cook.

ALSO IN ATTENDANCE

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

8. TO RECEIVE APOLOGIES

Apologies were received from Cllrs J. Molloy and J. Chadwick these were accepted by the committee.

9. TO APPOINT THE VICE CHAIR

It was **UNANIMOUSLY RESOLVED** to elect Cllr D. Friar as Vice Chair of the Human Resources Committee.

10. DECLARATIONS OF INTEREST

There were no declarations of interest received.

11. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Human Resources Committee held on 14th September 2018 be agreed as correct records and signed by the Chair.

12. CARETAKING PROVISION

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

- Approve the creation of a permanent caretaker / cleaner post at 10 hours per week as described in appendix 1.
and
- Instruct the Town Clerk to begin the recruitment process as outlined in 4.1 with immediate effect.

13. TOWN COUNCIL POLICY REVIEW BATCH 2

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

- Members are asked to consider the Town Councils existing Dignity at Work Policy and approve it fit for purpose.

The meeting closed at 3.34 p.m.

Dated: 8th March 2019

Signed:.....

(Cllr Stephen Pimblett – Chair of Human Resources Committee)