



# OAKTHORPE, DONISTHORPE & ACRESFORD PARISH COUNCIL

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*Kelly Grove*  
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**Minutes of the Human Resource meeting held on Wednesday 5<sup>th</sup> August by Zoom.**

**Meeting started 7.53pm due to technical difficulties**

**PRESENT:** Cllr Dyason Chair, Cllr McKendrick, Cllr Antill-holmes,

**OFFICERS:** Mrs K Grove - Clerk.

**APOLOGIES:** To receive apologies for absence.

Cllr Gelder, Cllr M Warren

## **2053 DECLARATIONS OF INTEREST**

In accordance with Section 31 of the Localism Act 2011, to enable members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

None declared

## **2054 PUBLIC QUESTION SESSION**

Members of the public should note that it is not possible to debate matters raised under this item. Questions must be addressed to the Chairman of the meeting.

No members of public present

## **2055 MINUTES TO BE APPROVED**

**RESOLVED** - minutes of meetings held on 24<sup>th</sup> June 2020 approved.

**2056.1** Caretaker has signed her contract. The contract for Clerk needs issuing by end of August.

**RESOLVED** Cllr.Dyason to read and approve contract.

**2056.2** Clerk's working environment discussed. Clerk is using a variety of work spaces depending on need. Based at the leisure centre Monday and Tuesday using the media room and caretaker office. Clerk reported working on a computer in the Media room is very dark with no natural light. Clerk is changing her work environment depending on task. Clerk will inform council if she needs further support in her working environment.

## **2053 CONFIDENTIAL – EXCLUSION OF PUBLIC AND PRESS**

**2053.1** Caretakers appraisal discussed.

**RESOLVED** The Clerk with the caretaker will identify training needs.

Clerk will ensure caretaker is made aware of 'Governance of the Council'

**RESOLVED** Clerk will work with and set performance targets for the Caretaker, when the leisure centre is fully re -opened.

**2053.2** Pension scheme – awaiting advice from Ellis Whitten. Cllr Antill-homes to follow up. Shortfall of previous pension scheme discussed. Cllr McKendrick has raised a ticket. Awaiting advice from LRALC.

**2053.3** Hand person – awaiting written confirmation that he will not be continuing to provide a service.

**2053** Litterbins – Cost for NWLDC to empty each bin once a week is £2.93 Council needs to identify which bins are emptied and owned by NWLDC.

Clerk to contact NWLDC.

Cllrs M Warren and Cllr D Warren will identify which bins they empty.

**Meeting closed 8.35pm**

Date of next meeting: tbc