

NEW MILLS TOWN COUNCIL

New Mills Town Hall, New Mills, High Peak SK22 4AT

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Minutes of the Extraordinary Town Council Meeting held in The Council Chambers, New Mills Town Hall, New Mills At 8.15 pm on Monday 25 November 2024

Councillors Present Steve Davey (Chair), Lyn Bannister, Andrew Denton, Michelle Bancroft, and John Reed.

In Attendance No members of the public present, Clare Wild (Clerk), Hospitably Lead & Communications Officer

Apologies for Absence

Absent Cllr: Katy Pearson, Margaret Ritchie, Matthew Donovan, Simon Evans and Beth Eadie presented apologies.

FTC/24/273 Variation of Order of Business

None

FTC/24/274 Declaration of Members Interests

None

FTC/24/275 Public Speaking

No members of the public had been present.

FTC 24/276 Recruitment of a Minute Taker

RESOLVED: The Council agreed with the Personnel Committees recommendation to appoint a Minute Taker, on a fixed term contract until April 2025, to ensure that minutes would be produced in line with the Standing Orders, as the council considered transparency essential. With a view to consider a further required of staff resources for 2025-2026. Job Description and Person Specification had been circulated to members in advance of the meeting.

Recruitment of High Lea Hall related staffing

FTC/24/277 RESOLVED: The Council approved the introduction of Café Supervisor Role, as suggested at the last Council Meeting. Job Description and Person Specification had been circulated to members in advance of the meeting.

This recruitment would be consider firstly for internal candidates and/or previous applicants to the role of café assistants. Before seeking external recruitment if required.

RESOLVED: The Council considered the previously circulated Job Description and Person Specification for a Cleaner/Caretaker Assistant to work at the Town Hall, to provide the existing caretaker with support and cover, plus providing regular cleaning at the Town Hall and High Lea Hall.

FTC/24/277 Positive Duty to Prevent Sexual Harassment

The Personnel Committee reported, and the Council noted, that there had been a process, developed by the clerk, for producing a new policy, ensuring staff consultation and training which would commence in the New Year.

FTC/24/278 Councillor Induction Policy

RESOLVED: The Council agreed that the Clerk should develop a new Induction Policy/Process to support newly appointed members to provide support and understand their role. It had been hoped that this would be in place shortly as the Council could be appointing new Cllrs before the end of 2024.

FTC/24/279 RESOLVED: The Council agreed to close the meeting at 8.50 pm

Signed as a true and correct record of the meeting

Chair _____ Date _____

**** Please ensure that each page is signed and dated****