

MINUTES OF THE KINGSTHORPE STAFFING COMMITTEE MEETING HELD ON WEDNESDAY 10TH JANUARY 2024, 5.15PM, AT KINGSTHORPE BAPTIST CHURCH, HIGH ST, KINGSTHORPE, NN2 6QF

PRESENT: Cllrs, Sam Kilby-Shaw, Mike O'Connor, Bryan Lewin, Tony Ward, Titus Ajayi (part)

ALSO PRESENT: Alison Barnes (Clerk), Andrew Naylor (Library Manager), Cllr Arthur Newbury

ABSENT: Cllr Sally Beardsworth

The meeting started at 5.25pm

01/24 APOLOGIES AND REASONS FOR ABSENCE

Apologies were received from Cllr, Ajayi due to work commitments. It was proposed by Cllr Kilby-Shaw, seconded by Cllr O'Connor, and unanimously resolved that the apologies be accepted

02/24 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATION

None declared

03/24 MINUTES

It was proposed by Cllr O'Connor, seconded by Cllr Kilby-Shaw, and resolved with 3 votes for and 1 abstention, to confirm the minutes of the meeting held on 30th October as a true record

04/24 DEPUTATIONS BY THE PUBLIC

None

05/24 TO ALLOW THE LIBRARY MANAGER TO ATTEND AND ASSIST WITH ITEM 6 (1-5)

It was proposed by Cllr Kilby-Shaw, seconded by Cllr Ward, and unanimously resolved

06/24 TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IN RELATION TO THE FOLLOWING MATTERS

It was proposed by Cllr Kilby-Shaw, seconded by Cllr Lewin, and unanimously resolved.

At 5.28pm, Cllr Newbury left the room and did not return

It was proposed by Cllr Kilby-Shaw, seconded by Cllr O'Connor, and unanimously resolved:

- 6.1 To approve the recruitment of Library Assistants totalling 52 hours per week
- 6.2 The closing date to be decided and delegated to the Chair of the Staffing Committee, in consultation with the Library Manager and the Clerk
- 6.3 The Library Manager and another member of the Committee to oversee initial short-listing
- 6.4 The successful short-listed applicants to be interviewed by the Library Manager and 2 members of the Staffing Committee

- 6.5 It was proposed by Cllr Kilby-Shaw, seconded by Cllr Lewin, and unanimously resolved to approve the Job Description subject to an amendment

6.pm Cllr Ajayi arrived at the meeting

- 6.6 It was proposed by Cllr Kilby-Shaw, seconded by Cllr Ajayi, and unanimously resolved to approve the Job Advert

07/24 LIBRARY MANAGERS CONTRACT OF EMPLOYMENT

It was proposed by Cllr Kilby-Shaw, seconded by Cllr Ajayi, and unanimously resolved to recommend to full Council for approval

08/24 ITEMS FOR INFORMATION ONLY

Cllr Ward will liaise with the Library Manager regarding the 21 Group Library Network

09/24 DATE AND TIME OF NEXT MEETING

To be confirmed. There being no further business, the Chairman closed the meeting at 6.16pm

Signature:

Date: