

# SHANKLIN TOWN COUNCIL

Minutes of a Meeting of the Town Council Staffing Committee held at Falcon Cross Hall, Shanklin, Isle of Wight on Monday 17 February 2025

PRESENT: Town Mayor Cllr. S. Sheath, L. Fleming, D.G. Williams, S. Knight, & Town Clerk RFO.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST & DISPENSATIONS**
3. **EXCLUSION OF THE PRESS & PUBLIC - THE FOLLOWING ITEM TO BE CONSIDERED RELATES TO THE EMPLOYMENT OF STAFF THEREFORE THE PRESS & PUBLIC ARE EXCLUDED UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 & S.100 LOCAL GOVERNMENT ACT 1972**
4. **OPERATIONS MANAGER & ASSISTANT TO TOWN CLERK RFO MR. J. GILBEY BEM.**
  - 4.1 **TO CONSIDER JON TAKING ON THE ENVIRONMENT OFFICER ROLE**

Members duly proposed, seconded & voted unanimously to recommend to full Council that Deputy Town Clerk Jon Gilbey BEM take on the Environment Officer role.

**RESOLVED:** To recommend to full Council that Deputy Town Clerk Jon Gilbey BEM take on the Environment Officer role.
  - 4.2 **TO CONSIDER CHANGING JON'S TITLE TO DEPUTY TOWN CLERK ENVIRONMENT & FACILITIES OFFICER**

Members duly proposed, seconded & voted unanimously to recommend to full Council that Jon's title be changed to Deputy Town Clerk Environment & Facilities Officer.

**RESOLVED:** To recommend to full Council that Jon's title be changed to Deputy Town Clerk Environment & Facilities Officer.
  - 4.3 **TO CONSIDER CHANGING JON'S HOURS OF WORK BY 2 HOURS TO 25 HOURS**

Members duly proposed, seconded & voted unanimously to increase Jon's hours to 25 a week.

**RESOLVED:** To increase Jon's hours to 25 a week.
  - 4.4 **TO AGREE FOR TOWN CLERK RFO TO WRITE VARIATION OF CONTRACT DOCUMENT AS AGREED WITH JON TO REFLECT THE ABOVE.** Members duly proposed, seconded & voted unanimously for Town Clerk RFO to write the variation of contract.

**RESOLVED:** For Town Clerk RFO to write the variation of contract.

Thursday 27 February 2025.....