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**HORNSEA TOWN COUNCIL**

**MINUTES OF THE PROCEEDINGS OF A MEETING OF THE HORNSEA TOWN COUNCIL PERSONNEL COMMITTEE**

**HELD ON TUESDAY 16TH JANUARY 2024**

Present: Councillors: C Morgan-Muir, A Tharratt and E Young

 In attendance J Richardson – Town Clerk

1. **Apologies for absence**

Apologies for absence were received from Cllrs L Embleton and N Dixon

*In Pursuant to Section 1(2) of the Public* *Bodies (admissions to meetings) Act 1960 it is recommended that because of the confidential nature of the business to be transacted the public and press leave the meeting during consideration of the following matters*

1. **Approval of the Minutes of a meeting held on 18th December 2023**

The Minutes of a meeting held on 18th December 2023 were approved as a correct record of proceedings thereat

1. **Sanitation Attendant – update**

The Town Clerk reported that AW had commenced employment and is working well – **RESOLVED** noted

1. **Apprentice**

The Town Clerk gave details on DT. Following considerable discussion it was **RESOLVED** that medical details be requested, attendance be monitored and a return to work interview be carried out

1. **Maintenance Operative RG – review**

Following discussion it was **RESOLVED** that this matter be re-visited in July

1. **Youth Response Project - hours of work**

It was **RESOLVED** that hours of worked be increased to include sports/activity sessions – additional 2 hours per week