



Howden Town Council



Minutes of the Personnel and Grievance Committee meeting held Tuesday October 29th 2025 at 10am at Howden Town Council Offices, 17 Bridgegate, Howden, DN14 7AE.

Present: Councillors Drury (Chair), Long, Blee

Clerk: S Boggitt

2025-21-PG: Apologies for absence – to receive and accept.

Apologies were received from Councillor Clarke – accepted. Note non-attendance Councillor Coutts.

2025-22-PG: Declaration of Interest –

2025-22.1-PG Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.

None.

2025-22.2-PG For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2025-23-PG: Minutes of the meeting held Friday September 12th 2025 to agree and approve as a true record.

The minutes of the meeting held Friday September 12th 2025 were received and agreed and approved as a true record.

2025-24-PG: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to exclude members of the public and press.

Motion passed.

2025-25-PG: Job Re-evaluation. To receive report from the Clerk, agree any actions and/or make any recommendations to Council.

Committee received the full job re-evaluation report from ERNLCCA and the spreadsheet from the SLCC. Committee resolved the reports were a factual, updated representation with agreement to the recommendations. It was agreed to recommend to Council the reports for consideration and approval at Full Council and to receive and approve the updated job description.

2025-26-PG: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to allow members of the public and press.

Motion passed.

2025-27-PG: Items for next agenda.

Job re-evaluation update.

2025-28-PG: Date of Next Meeting: TBC.

The meeting closed at 10.42am.