

**Minutes of the meeting of Watton Town Council HR Committee held on  
October 22<sup>nd</sup> 2020 at 2.00pm in the Council Office**

1. No apologies for absence received. Present: Peter Bishop, Stan Hebborn, Jane Fountain and Beryl Bunning.
2. No Declarations of Interest made
3. Resolution passed to exclude the public and press to consider staffing matters
4. Minutes from the meeting held on August 27<sup>th</sup> 2020 accepted and will signed by the Chairman.
5. The hours worked by the Market Supervisor have increased since the Wednesday Market has re-located to Middle Street. It was agreed that a recommendation will be made to Full Council that the hours for the Market Supervisor should increase to 6.5 per week. This is an additional 2.5 hours to cover the now necessary start time of 4.30am.

The Market Supervisors hours moving forward will be 4.30am to 9.00am and 2.00pm to 3.00pm, with afternoon hours being flexible as they are often dependent on the weather and what time traders decide to leave site.

To date the Market Supervisor is owed pay for 20 hours he has already worked at the earlier start time. This will be a cost of £251.90 (includes employer pension contribution).

The annual salary for the Market Supervisor post will increase from £2129.92 plus pension to £3461.12 plus employer pension contribution of £796.06.

The Committee expressed their concern that if the Market Supervisor were unavailable for any reason who would open the market up at 4.30 am? After discussions it was agreed that the Clerk would discuss this with the Town Operative and if he was unable to open up at that hour an approach would be made to the Gazebo storage personnel. If they were unable to help the Clerk should the approach TTSR. Failing this the Committee would reconvene to discuss other options.

6. The Clerks Appraisal for 2020 was undertaken with a confidential report filed.