



Ripley Town Council

Town Hall, Market Place, Ripley, Derbyshire, DE5 3BT
01773 513456 - townclerk@ripleytowncouncil.gov.uk

Contact: Jayne Simpson - Town Clerk

Derbyshire Council of the Year 2020 & 2018
Highly Commended 2019, 2022 & 2023



Minutes of Monday 16th December 2024 at 5.00pm RIPLEY TOWN COUNCIL

EMPLOYMENT COMMITTEE MEETING held in the Ripley Town Council office, Town Hall, Market Place, Ripley, DE5 3BT

In Attendance: Cllrs: M Wilson (Chair), M Allwood and K Smith
Also: H Curzon – Deputy Town Clerk.

161224/1. To Receive Apologies for Absence – Cllr Lobley BEM.

161224/2. Variation of Order of Business – None required.

161224/3. Declaration of Members Interests - None

161224/4. Public speaking – None present.

161224/5. To determine which items if any part of the Agenda should be taken with the public excluded – There were no public present.

161224/6. To discuss the provision of temporary cover for the Administrative Assistant's absence.

RESOLVED for Ripley Town Council to:

1. Organise temporary cover in the absence of the current Admin Assistant who is on long-term sickness leave. This cover is to be on a rolling 3-month contract to be reviewed in line with the business needs and the possible return of the Admin Assistant.
2. Write to the current Admin Assistant passing on the council's best wishes and outlining sickness pay information and to inform her of the council's intention to cover her role in her absence.
3. Commence the restructure of Ripley Town Council from the 1st January 2025 with all members of staff affected, moving to their new contracts from this date.

161224/7. Meeting closed at 17:04pm.

The date for next monthly Town Council Meeting is Tuesday 21st January 2024 at 7.00pm.