

ANSTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE STAFFING COMMITTEE HELD AT THE PARISH HALL, 15A RYTON ROAD, NORTH ANSTON ON TUESDAY 12th JULY 2022

Present: Councillors Ben Bentley, Phil Bowers, Shaun Concannon, Diane Graham, Clive Jepson, Philip Matthews, Kevin Pearson, Drew Tarmey and Marie Wilkinson.

In Attendance: Chris Pilkington (Clerk)

50.22 APOLOGIES

None.

51.22 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

(a) TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS CODE OF CONDUCT

There were no interests declared.

(b) TO RECEIVE AND DECIDE UPON REQUESTS FOR DISPENSATIONS TO COUNCILLORS TO TAKE PART IN DISCUSSIONS AND VOTES WHERE THEY HAVE DECLARED DISCLOSABLE PECUNIARY INTERESTS

There were no requests for dispensations.

52.22 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That further to the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the discussion of agenda items 5, 6, 7, 8, 9, 10, 11, 12 and 13 by virtue of the confidential nature of the business to be transacted.

53.22 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on Tuesday 14th June 2022 be confirmed as an accurate record and signed by the Chairman of the meeting.

54.22 REPORT FROM WORKING GROUP

Cllr Wilkinson reported that the working group was still carrying out its work.

RESOLVED: That this be noted and an update provided to the next meeting of the Committee.

55.22 STAFF ABSENCES

The Clerk updated members on any staff absences since the last meeting of the Committee.

RESOLVED: That the update be noted.

56.22 STAFF TRAINING

The Clerk reported that he had attended a Society of Local Council Clerks training seminar since the last meeting of the Committee.

RESOLVED: That the report be noted.

57.22 STAFF APPRAISALS

The Clerk updated members on staff appraisals.

RESOLVED: That this be noted and an update provided to the next meeting of the Committee.

58.22 REVIEW OF EMPLOYMENT POLICIES & PROCEDURES

The Clerk reported that Rotherham Council had informed him that the did not have the capacity to assist the Parish Council in the review of its employment policies and procedures.

RESOLVED: That other options for external support be explored and an update provided to the next meeting of the Committee.

59.22 REVIEW OF HEALTH & SAFETY POLICIES AND PROCEDURES

The Clerk reported that he was still awaiting a response from Rotherham Council to ask whether they could assist the Parish Council in its review of its health and safety policies and procedures and if so at what cost.

RESOLVED: That this be noted and an update provided to the next meeting of the Committee.

60.22 WELFARE FACILITIES FOR GROUNDS STAFF

A discussion took place regarding the appropriate location for the welfare facilities of the grounds staff.

RESOLVED: That the suitability of the green cabin at the Parish Hall as the location of the welfare facilities for the grounds staff be assessed.

61.22 DISCLOSURE AND BARRING SERVICE CHECKS

The Clerk presented the case for members of staff having to have valid DBS checks.

RESOLVED: That all staff be required to have up to date DBS checks.

62.22 CONSIDERATION OF COMPLAINT

Members considered a complaint made against a member of staff and a course of action was adopted.

RESOLVED: That the course of action be followed and an update provided to the next meeting of the Committee.

63.22 ITEMS FOR THE AGENDA OF THE NEXT MEETING

None.

64.22 DATE AND VENUE OF NEXT MEETING

RESOLVED: That the next meeting of the Staffing Committee take place on Tuesday 13th September 2022 at 7pm at the Parish Hall, 15a Ryton Road, North Anston

Chris Pilkington PSLCC
Clerk to Anston Parish Council
22nd September 2022

DRAFT