

ANSTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE STAFFING COMMITTEE HELD AT THE PARISH HALL, 15A RYTON ROAD, NORTH ANSTON ON TUESDAY 14th SEPTEMBER 2021

Present: Councillors Colin Tawn (Chairman) Diane Graham, Clive Jepson, Drew Tarmey and Marie Wilkinson.

In Attendance: Chris Pilkington (Clerk) and Cllr Philip Matthews.

39.21 APOLOGIES

Apologies for absence and reasons for absence were presented from Cllrs Ben Bentley and Philip Bowers.

RESOLVED: That the reasons for absence of Cllrs Bentley and Bowers be accepted.

Cllr Matthews was present and it was agreed that he could attend the whole of the meeting even though he was not currently a member of the Committee.

40.21 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.

41.21 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 6, 7, 8, 9, 10 and 11 by virtue of the confidential nature of the business to be transacted.

42.21 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on Tuesday 13th July 2021 be confirmed as an accurate record and signed by the Chairman of the meeting.

43.21 WORKING ARRANGEMENTS DURING THE COVID-19 EPIDEMIC

The Clerk provided members with an update regarding current working arrangements.

RESOLVED: That the update be noted.

44.21 STAFF ABSENCES

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

RESOLVED: That the update be noted.

45.21 STAFF TRAINING

The Clerk updated members on any staff training carried out since the last meeting of the Committee.

RESOLVED: That the update be noted.

46.21 STAFF APPRAISALS

The Clerk updated members on staff appraisals. Information was still to be sought from Rotherham Council.

RESOLVED: That the update be noted.

47.21 REVIEW OF EMPLOYMENT POLICIES & PROCEDURES

The Clerk reported that quotes for a review were still being obtained.

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

48.21 RECRUITMENT PROCESS FOR ADMIN OFFICER

The Clerk reported that other commitments had prevented the start of the recruitment process.

RESOLVED: That this be noted and a revised timetable prepared.

49.21 ITEMS FOR THE AGENDA OF THE NEXT MEETING

RESOLVED: That the matters of a mileage policy and a homeworking policy be added to the agenda of the next meeting of the Committee.

50.21 DATE AND VENUE OF NEXT MEETING

RESOLVED: That the next meeting of the Staffing Committee take place on Tuesday 9th November 2021 at 7pm at the Parish Hall, 15a Ryton Road, North Anston

Chris Pilkington PSLCC
Clerk to Anston Parish Council
11th November 2021

DRAFT