

ANSTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE STAFFING COMMITTEE HELD AT THE PARISH HALL, 15a RYTON ROAD, NORTH ANSTON ON TUESDAY 9th JULY 2019

Present: Councillors Stuart Thornton (Chairman of the Staffing Committee), Ben Bentley, Clive Jepson, Philip Matthews, Drew Tarmey, and Marie Wilkinson

In Attendance: Chris Pilkington (Clerk to the Council) and Cllrs Diane Graham and Paul Vernon.

36.19 APOLOGIES

Apologies and reasons for absence were received from Councillors Philip Bowers and Bev Thornley.

RESOLVED: That this be noted and the reasons of absence of Councillors Bowers and Thornley be approved.

37.19 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.

38.19 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 and 8 by virtue of the confidential nature of the business to be transacted.

39.19 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on Tuesday 11th June 2019 be confirmed as an accurate record and signed by the Chairman of the Committee.

40.19 REVIEW OF STAFF CONTRACTS OF EMPLOYMENT AND JOB DESCRIPTIONS

The Clerk stated that he was still collecting together information about external HR support options to carry out a review of the staffing structure and of staff contracts, job descriptions and salaries.

RESOLVED: That this be noted and the Clerk bring options for the review to the next meeting of the Committee.

41.19 DEVELOPMENT OF MANAGEMENT PLAN

The Clerk reported that the development of the management plan was still underway.

RESOLVED: That this be noted and a completed management plan be brought to the next meeting of the Committee.

42.19 STAFF ABSENCES

The Clerk updated the Committee on staff absence levels.

RESOLVED: That this be noted and the Clerk take any management actions he considered necessary.

43.19 STAFF APPRAISALS

The Clerk reported that dates for most staff appraisals had been set.

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

44.19 ITEMS FOR THE AGENDA OF THE NEXT MEETING

RESOLVED: That the list of policies and procedures required by a local council produced by the Yorkshire Local Councils Associations be discussed at the next meeting of the Council.

45.19 DATE AND VENUE OF NEXT MEETING

RESOLVED: That the Staffing Committee next meet on Tuesday 10th September 2019 at 7pm at the Parish Hall, 15a Ryton Road, North Anston.

Chris Pilkington

Clerk to Anston Parish Council

4th September 2019