

WENDOVER PARISH COUNCIL

Minutes of the Staffing Committee Meeting

1st June 2021 at 6.45pm

St Anne's Hall

Present: Councillors Durden Moore, Ballantine, Worth, Standen, Bulpett

Clerk: Louise Hayday

Members of Public: None

1. ELECTION OF A CHAIRMAN

S21/001 Cllr Durden Moore was proposed as Chairman by Councillor Bulpett, and this was seconded by Councillor Worth. It was RESOLVED to elect Councillor Durden Moore as Chairman.

2. APOLOGIES FOR ABSENCE

S21/002 Apologies were received and accepted from Councillor Williams.

3. DECLARATIONS OF INTEREST

S21/003 None

4. MINUTES

S21/004 The minutes of the meeting 4th May 2021 were RESOLVED as a true record and signed by the Chairman

5. PUBLIC PARTICIPATION

S21/005 None.

6. CLERKS REPORT

S21/006 The Clerks report was NOTED, all currently available training would be circulated to councillors after the meeting.

7. STAFFING ADVISORY COMMITTEE

S21/007 It was RESOLVED to set up a staffing advisory committee to advise on a confidential item.

8. OTHER MATTERS

a) TOIL and Leave

To receive an update on the TOIL and Leave balances.

S21/008 The holiday and TOIL balances for the year were NOTED.

b) Training

To receive an update on training available and completed for both Staff and Councillors.

S21/009 The Staff and Councillor training records were NOTED. It was RESOLVED that the more experienced councillors would set up a training session for the new councillors, date to be agreed. Councillor Durden Moore asked if Ellis Whittam training was available to councillors, Clerk to investigate.

c) Pensions

To receive an update on current and future contributions.

S21/010 The pensions contribution figures were NOTED.

d) Equality, Diversity & Inclusion Policy

S21/011 It was RESOLVED that the Equality, Diversity & Inclusion Policy be adopted.

9. ITEMS FOR NEXT AGENDA

S21/012 Items should be forwarded to the Clerk.

10. DATES FOR FUTURE MEETINGS

S21/013 The next Staffing Meeting would be arranged as needed.

9. CONFIDENTIAL ITEMS

The Public Bodies (Admission to Meetings) Act 1960 makes provision for excluding the public by resolution when confidential business is being considered or there are other special reasons and publicity would be prejudicial to the public interest.

S21/014 The Clerk gave a brief update on a confidential item.

8. CLOSURE OF MEETING

S21/015 As all business was transacted the meeting was closed at 7.15pm.

Signed by: *Jo Durdan-Moore*

Chairman to the Staffing Committee

Date: 17/08/2021