

WENDOVER PARISH COUNCIL

Minutes of the Staffing Committee Meeting 1st February 2022 at 7.00pm

St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

Present: Councillors Ballantine, Bulpett, Durden-Moore, Standen, Washington and Worth

Clerk: Louise Hayday

Members of Public: None

1. APOLOGIES FOR ABSENCE

S21/047 Apologies were received and accepted from Councillor Williams

2. DECLARATIONS OF INTEREST

S21/048 None

3. MINUTES

S21/049 The minutes of the meeting 16th November 2021 were **RESOLVED** as a true record and signed by the Chair

4. PUBLIC PARTICIPATION

S21/050 None.

5. CHAIRS ANNOUNCEMENTS

S21/051 Cllr Durden-Moore informed the committee that a review is to be conducted with Work Nest

6. CLERKS REPORT

S21/052

Pay negotiations update

UNISON's strike ballot result was announced on 14 January. Turnout was 14.5 per cent, short of the 50 per cent required for lawful industrial action, meaning UNISON cannot call a strike over National Joint Council 2021 pay. GMB is considering its next steps. Unite is balloting its members through to mid-February.

Confirmation of pension re-enrolment - redeclaration of compliance

This is an annual task and has been completed

Covid-19

Working from home is no longer advised and as such staff are back in the Clock Tower full time. The Senior Groundsman is now back at work Is not experiencing any issues and is fully recovered.

Training Update

Louise completed Cilca December 2021

Amanda completed Filca January 2022

Admin Hours

Mon: 1.15pm - 5.30pm (4.25 hours)

Tues: 1.15pm - 5.30pm (4.25 hours)

Wed: 1.15pm - 5.30pm (4.25 hours)

Thurs: Off

Fri: 8.30am - 2.00pm (5.5 hours)

7. OTHER MATTERS

a) TOIL and Leave

To receive an update on the TOIL and Leave balances.

S21/053 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.

S21/054 The Staff and Councillor training records were NOTED. A request has been put into BMKALC for code of conduct training, it was also requested that this is followed up with the Buckinghamshire Councillors.

c) Pensions

To receive an update on current and future contributions.

S21/055 The pensions contribution figures were NOTED.

d) Health & Safety

S21/055 The health and safety report results were NOTED. The priorities still to be addressed are the Lone Worker protocol and Noise & Vibration impacts.

e) Assistant Clerk

S21/056 It was **RESOLVED** to agree with the recommendations from the Clerk regarding the vacant position, to be reviewed after six months.

8. ITEMS FOR NEXT AGENDA

S21/057 Items should be forwarded to the Clerk.

9. DATES FOR FUTURE MEETINGS

S21/058 The next scheduled meeting of the Staffing Committee is 3rd May 2022.

10. CONFIDENTIAL ITEM

S21/059 A conversation took place regarding the staff gradings, and appraisals and it was **RESOLVED** to agree with the recommendations of the Clerk. Additional information to be obtained regarding moving up through bands, to be reported back to the March Council meeting.

11. CLOSURE OF MEETING

S21/060 As all business was transacted the meeting was closed at 7.27pm

Signed by: *Jo Durdan-Moore*

Chair to the Staffing Committee

Date: 22nd February 2022