

# AGENDA



To: Cllr J Roberts (Chairman) Cllr Mrs S Terry (Vice-Chairman)  
Cllr S Ward

Date: 13<sup>th</sup> August 2020

## NOTICE OF MEETING

You are summoned to a meeting of the Staffing Committee on WEDNESDAY, 19<sup>th</sup> August 2020 via Zoom, at 7.00 p.m.

*Following the passing of the Coronavirus Act 202 (c.7), Council are unable to meet in person during the COVID emergency. This meeting will, therefore, be held online via the Zoom video conferencing system. To view the meeting from a computer, tablet or smartphone go to the Zoom Website (zoom us), click 'join a meeting' and enter the Meeting ID:*

**ID: 865 9835 7197 Meeting Password 682912**

**Link: <https://us02web.zoom.us/j/86598357197?pwd=bVJoRjYzYXJIWFJyWFFnSjl4cFp1UT09>**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of its functions; Equal Opportunity (age, race, gender, sexual orientation, faith, marital status and any disability), Crime & Disorder (Section 17), Health & Safety and Human Rights

Members should be aware at all times that **photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is now permitted under the Openness of Local Government Bodies Regulations 2014.**

The records of these meetings are available to view, by written request to the Clerk

The meeting Agenda follows over the page for your information.

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Clerk of the Council

**AGENDA**  
**STAFFING COMMITTEE**  
**19<sup>th</sup> AUGUST 2020 at 7.00 p.m.**

1. **Apologies for Absence**

2. **Declarations of interest.**

Pursuant to the adoption by the Council on 11<sup>th</sup> July 2012, of the Northway Parish Council Code of Conduct, Minute Reference C/04/08 including paragraph 12(2), Members are invited to declare any interest they may have in the business set on the Agenda to which the approved Code of Practice applies.

Members are reminded that they should, at all times, observe the Code in carrying out their duties and that they signed such an undertaking in their Declaration of Acceptance of Office. In addition, Members are reminded to declare any new Interests or notify the Monitoring Officer of any changes to their existing Register of Interests.

3. **Minutes of the Previous Meeting:**

- Minutes of the Staffing Committee Meeting that took place on 3<sup>rd</sup> June 2020 (forwarded with July Full Council Agenda). For approval and signature
- Notes from the Working Party Meeting that took place on 1<sup>st</sup> July 2020 – To receive.

4. **Matters Arising from Previous Minutes & Notes:**

**S/35/20 Opening Up Community Buildings** – Cllr Terry attended the Gloucestershire Rural Community Council meeting via Zoom meeting and gave Members a 'brief' on it at the Working Party Meeting.

5. **Exclusion of the Public and Press under the Public Bodies (Admissions to Meetings Act) 1960 s.1 ss.2 Viz: -**

That in view of the special / confidential nature of the business about to be transacted i.e. relating to staff/and contractual matters, it is advisable in the public interest that the public and press are temporarily excluded and they are instructed to withdraw. (Contractual and staffing matters to be discussed).

6. **Exclusion Items – COUNCILLORS ONLY.**

8. **COVID-19** – To consider any further matters relating to Staff / Councillor and hirers safety regarding the opening of the Hub and the Play area checks. To determine action if required.

10. **Training** – To consider further training opportunities for Staff and Councillors. (Cllr Mackenzie is going on a course shortly and the Administration Assistant (Temp) joined a Zoom training course.

11. **Correspondence received after 13<sup>th</sup> August 2020:**