

AGENDA



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

Date: 18th March 2021

NOTICE OF MEETING

You are summoned to a meeting of the Staffing Committee on WEDNESDAY, 24th March 2021 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:

<https://us02web.zoom.us/j/83314839058?pwd=cWxGYUp4UG1PQS91aIBWRFRCQ0orZz09>

Meeting ID: 833 1483 9058
Passcode: 636478
Phone: 02034815237or 02034815240

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
24th MARCH 2021 at 7.00 p.m.

1. **Apologies for Absence**

2. **Declarations of interest.**

Pursuant to the adoption by the Council on 11th 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 that took place on 14th December 2016 (these have never been approved due to lack of quorum). For approval and signature
- Minutes of the Staffing Committee Meeting that took place on 7th October 2020. For approval and signature.

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

S/51/20 Health & Safety Officer – Council have now approved that part of this role be outsourced and the first assessment is due shortly.

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.**

7. **COVID-19:-** To consider the 'Road Map out of Lockdown' that the Government has provided as well as information provided by the National Association of Local Councils/SLCC and GAPTC to include creating a Parish Council road map ([copy circulated to Members](#)), at all times considering the safety of staff, councillors and hirers in moving forward to reopening of the Community Hub. To determine necessary action.

8. **Training –** To consider further training opportunities for Staff and Councillors. To determine action.

9. **National Association of Local Councils – Pay Scales.** Confirmation that any changes that were agreed for staff wages will be implemented from the 1st April 2021.

10. **Correspondence received after 18th March 2021:**