

AGENDA



To: Cllr E Phennah Cllr S Terry
Cllr J Roberts

Date: 27th September 2023

NOTICE OF MEETING

You are summoned to a meeting of the Staffing Committee on **WEDNESDAY, 4th October at approx. 7.15 p.m.** taking place in the Ray Shill Room directly following an Extraordinary Council Meeting.

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

Consideration should be given to the impact of Council decisions on climate change and, in line with its policy, Members should do what they can to reduce the Councils carbon footprint, where reasonably possible.

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.

.....
Clerk of the Council

AGENDA
STAFFING COMMITTEE
4th OCTOBER 2023 at approx. 7.15 p.m.

1. **Election of Committee Chairman for the Municipal Year**
2. **Apologies for Absence**
3. **Election of Committee Vice-Chair for the Municipal Year**
4. **Declarations of interest.**

Pursuant to the adoption by the Council on 12th April 2023, of the Northway Parish Council Code of Conduct. 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.

5. **Minutes of the Previous Meeting:** Minutes of the Staffing Committee Meeting that took place on 4th April 2023. For approval and signature. ([Copy circulated to Members](#)).
6. **Matters Arising from Previous Minutes -**

SO/05/22 Health & Safety – A new camera has now been installed at the community hub facing the car park and gates as the previous one failed.

SO/05/23 National Association of Local Councils Salary Award 2022/2023 – The standing orders payable to staff have now been updated.

SO/8/23 Other Issues – To be discussed under Exclusion.

7. **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).

8. **Exclusion Items – COUNCILLORS ONLY.**
10. **Email Addresses** – To consider investigating the use of council email addresses for individual councillors. To consider action.
11. **Training** – To consider training opportunities for Staff and Councillors. To consider any necessary action.
12. **Correspondence received after 28th September 2023:**