

ECCLESFIELD PARISH COUNCIL

Minutes of the Staffing Committee Meeting of Ecclesfield Parish Council held 29th May 2020.

The meeting was held remotely on Zoom according to the remote meeting procedures.

Present:

Councillors: T. Bawden, T. Grantham, V. Bowden, P. Swift and C. Levery (Chair) J. Housley (ex officio) and J. Brownrigg (ex officio)

1. Apologies and reasons for absence

To receive apologies and consider approval of reasons for absence

None

2. Press and Public exclusion

To identify any items for discussion that may require the exclusion of the press and public.

RESOLVED: That by virtue of The Public Bodies (Admissions to Meetings) Act 1960 the press and public would be excluded from the meeting for agenda items

4 and 5 as publicity would be prejudicial to the public interest.

3. Declarations of Interest.

To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting.

None

At this point the meeting moved into confidential discussion. There were no members of the press and public present. The Chair informed the Committee that the recording was stopped and asked any members who were recording privately to stop.

4. Administration Officer Work

5. Correspondence from the Clerk and RFO.

Items 4 and 5 were discussed together. The Administration Officer had been working overtime in order to manage the office workload and was finding it stressful. She had gone on what was expected to be an extended period of sick leave starting on 29th May 2020.

In addition, the resignation of the Clerk had been received in writing on 22nd May 2020 to take effect on 31st May 2020. This was in accordance with her contractual conditions in the probationary period.

The effects on the management of the work of the Council and strategies to alleviate any problems were discussed.

It was resolved the Chairman would contact YLCA to explore strategies to manage the work of the Council temporarily whilst recruitment for a new Clerk was undertaken.

6. Closure and date of next meeting.

The meeting closed at 14.50. It was decided not to fix the date of the next meeting date until the Chairman had some feedback from YLCA.

Draft minutes typed by C. Levery in the absence of a Council Officer.