



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

Council Offices, Mortomley Lane, High Green, Sheffield S35 3HS

Telephone: (0114) 2845095

Email: admin@ecclesfield-pc.gov.uk

Visit our Website: www.ecclesfield-pc.gov.uk

To All Members of the Staffing Committee

SUMMONS AND AGENDA

17th February 2022

Dear Councillors,

You are respectfully summoned to attend a Meeting of Ecclesfield Parish Council Staffing Committee to be held remotely at 11.00 am on Thursday 24 February 2022.

Please follow this link to join the meeting:

<https://us02web.zoom.us/j/85312991885?pwd=M21wRHk2V2dvcmkzelhwOWFHR05GZz09>

Meeting ID: 853 1299 1885

Passcode: 713460

To agenda is shown below and can also be viewed by clicking the link below:

<https://ecclesfield-pc.gov.uk/document-category/agendas/> for the meeting of Ecclesfield Parish Council for this date.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the public and press may attend the meeting.

Yours sincerely

Andrew Towlerton

Mr Andrew Towlerton
Clerk and Responsible Financial Officer
Ecclesfield Parish Council

Committee Membership

Councillor Carol Levery (Chairman), Councillor Victoria Bowden (Vice-Chairman), Councillor John Brownrigg (Ex Officio), Councillor John Housley (Ex Officio) and Councillor Thomas Sturgess.

*Substitute members may be appointed in accordance with Standing Order 4v.

Chairman's announcement

Prior to the commencement of the meeting, the Chairman will outline the procedure for this remote meeting to ensure that the meeting is effective, safe and lawful including:

- Councillors must observe the Council's Code of Conduct during the meeting.
- Voting procedure.
- Public session and exclusion of the press and public procedures.
- Anyone wishing to record is asked to let the Chairman of the meeting know prior to the start of the meeting. The meeting is being recorded by the Council for the purpose of aiding minute taking.
- All Councillors present are required to state their name prior to the commencement of the meeting.

AGENDA

2021/44 (SC). Apologies and Reasons for Absence

To note apologies.

To recommend for approval reasons for absence.

2021/45 (SC). Declarations of Interest

To consider any requests for dispensation.

To note any declarations of interests not already declared under the Members Code of Conduct or Members Register of Disclosable Pecuniary Interests.

2021/46 (SC). Exclusion of Press and Public

To consider the exclusion of the Press and Public in accordance with Public Bodies Admission to Meetings Act 1960 Section 1 (2) due to the confidential nature of the business to be transacted.

2021/47 (SC). Public Participation Session

To receive questions from members of the public under the direction of the Chairman and in accordance with the Council's Standing Orders (Standing Order 3 states that the public participation session will be for no more than 15 minutes and a member of the public shall not speak for more than 3 minutes).

Members of the public should please note that the Council reserves the right to respond in writing if any matter requires further research or consideration and that reports should be submitted in writing before the meeting so they can be dealt with under correspondence.

2021/48 (SC). Staffing Committee Minutes

To consider the approved Minutes, including any arising actions, of the Staffing Committee meeting held on 20 January 2022 and as approved by Council (attached as item 48a).

2021/49 (SC). Local Government (including parish councils) 2021/22 Pay Award

To provide an update on negotiations between employers and trade unions.

2021/50 (SC). Appointment of the Part-Time Administrative Assistant

To confirm the appointment of the part-time Administrative Assistant.

2021/51 (SC). General Staffing Update

To receive a verbal report by the Clerk and Chairman on staffing issues, including:

- To endorse a request from a member of staff to undertake the Introduction to Local Council Administration (ILCA) qualification.
- To note a temporary reduction in the contractual hours worked by a Council staff member until the end of July 2022.

2021/52 (SC). Date and Time of Future Meetings

The next meeting is scheduled to take place on Thursday 10th March 2022 at 7.00pm.