



**Draft minutes are subject to approval at the next Full Council meeting**

**Draft Minutes of the Staffing Committee Meeting  
held at the Council Offices on Thursday 29 June 2023 at 6.30 pm**

**The meeting commenced: 6.30 pm – concluded at 7.00 pm**

**Councillors Present.** Thomas Sturgess (Chairman), Victoria Bowden, Susan Davidson, Michael Morrissey and Alan Woodcock (Item 07/2023 onwards).

**Absent Councillors.** None.

**Officers:** Andrew Towleron – Parish Clerk/RFO (minute taker).

**Members of the Public.** None.

**Chairman's Announcement**

Before the formal commencement of the meeting, the Chairman, Councillor Thomas Sturgess, outlined the procedures to ensure that it was effective, safe and lawful.

<b><u>2023/01</u></b> <b><u>(SC)</u></b>	<b><u>Item 01: Apologies and Reason for Absence</u></b> The Clerk reported that he had not received any.
<b><u>2023/02</u></b> <b><u>(SC)</u></b>	<b><u>Item 02: Declarations of Interests</u></b> The Clerk stated that he had not been informed of any.
<b><u>2023/03</u></b> <b><u>(SC)</u></b>	<b><u>Item 03: Exclusion of Press and Public</u></b> It was confirmed that there were no items that required the exclusion of the press and the public.
<b><u>2023/04</u></b> <b><u>(SC)</u></b>	<b><u>Item 4: Public Participation Session</u></b> There were no questions raised.

<p><b><u>2023/05</u></b> <b><u>(SC)</u></b></p>	<p><b><u>Item 5: Election of Vice-Chairman</u></b></p> <p>This was considered.</p> <p>Proposed by Councillor Victoria Bowden and seconded by Councillor Susan Davidson and <b>RESOLVED:</b> That Councillor Alan Woodcock be appointed Vice-Chairman to the Staffing Committee for 2023/2024.</p> <p style="text-align: right;"><i>(4 in favour)</i></p>
<p><b><u>2023/06</u></b> <b><u>(SC)</u></b></p>	<p><b><u>Item 06: Staffing Committee Minutes</u></b></p> <p>The approved minutes and resulting actions of the Staffing Committee of 30<sup>th</sup> March 2023 were considered.</p> <p>Proposed by Councillor Victoria Bowden and seconded by Councillor Michael Morrissey and <b>RESOLVED:</b> That the minutes of the Staffing Committee Meeting held on 30th March 2023 be endorsed.</p> <p style="text-align: right;"><i>(4 in favour)</i></p>
<p><b><u>2023/07</u></b> <b><u>(SC)</u></b></p>	<p><b><u>Item 07: General Staff Update</u></b></p> <p>The Clerk gave an update on various staffing issues. These included progress with national negotiations on the local government, which included parish council staff pay award for the financial year 2023/24, sickness levels and progress against agreed targets. He reported that, in consultation with the former Chairman and Vice-Chairman of the Staffing Committee and the Chairman of the Parish Council, he had used his emergency delegated powers to ensure the temporary provision of a cleaning service for the Council Office and adjoining Community Room. Reference was made to that the provision of a dedicated occupation health service for the Council should be considered, perhaps using the services of Sheffield City Council. A wide-ranging discussion then took place on this item.</p> <p>Proposed by Councillor Thomas Sturgess and seconded by Councillor Alan Woodcock and <b>RESOLVED:</b> That:</p> <ul style="list-style-type: none"> <li>(a) It is agreed that the existing temporary arrangements to provide a cleaning service for the Council Offices and adjoining Community Room be continued for at least a further month.</li> <li>(b) The Clerk be asked to investigate the provision of dedicated occupation health service for the Council and bring his recommendations to a future meeting of the Staffing Committee.</li> </ul> <p style="text-align: right;"><i>(5 in favour)</i></p>
<p><b><u>2023/08</u></b> <b><u>(SC)</u></b></p>	<p><b><u>Item 08: Date and Time of Future Meetings</u></b></p> <p>It was confirmed that the next meeting was scheduled for Thursday 27<sup>th</sup> July 2023 at 7.00 pm at the Council Offices.</p>