



**Minutes of the Staffing Committee Meeting
held at the Council Offices on Thursday 28 September 2023 at 7.00 pm**

The meeting commenced: 7.00 pm – concluded at 7.25 pm

Councillors Present. Thomas Sturgess (Chairman), Victoria Bowden, Susan Davidson and Alan Woodcock.

Absent Councillors. Michael Morrissey.

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.

Public Participation

There were no questions asked.

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| <u>2023/16</u> <u>(SC)</u> | <u>Item 16: Apologies and Reason for Absence</u> The Clerk reported that he had received one. Proposed by Councillor Alan Woodcock and seconded by Councillor Victoria Bowden and RESOLVED: That the apology and reason given for absence by Councillor Michael Morrissey be approved. <i>(4 in favour)</i> |
| <u>2023/17</u> <u>(SC)</u> | <u>Item 17: Declarations of Interests</u> The Clerk stated that he had not been informed of any. |
| <u>2023/18</u> <u>(SC)</u> | <u>Item 18: Exclusion of Press and Public</u> It was confirmed that there were no items that required the exclusion of the press and the public. |

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| <p><u>2023/19</u> <u>(SC)</u></p> | <p><u>Item 19: Staffing Committee Minutes</u></p> <p>The draft minutes and any actions not already on the agenda of the Staffing Committee of the 3rd August 2023 were considered.</p> <p>Proposed by Councillor Susan Davidson and seconded by Councillor Alan Woodcock and RESOLVED: That the draft minutes of the Staffing Committee Meeting held on 3rd August 2023 be endorsed.</p> <p style="text-align: right;"><i>(4 in favour)</i></p> |
| <p><u>2023/20</u> <u>(SC)</u></p> | <p><u>Item 20: General Staff Update</u></p> <p>An update was provided by the Clerk on a range of staffing issues. He noted that the national negotiations on the local government pay award (which included parish council staff) for the financial year 2023/24 were still on-going.</p> <p>He then provided an update on progress on appointing a preferred Occupational Health Provider in furtherance of minute (2023/07 (SC)). He explained that one of the suggestions made was that the Council should seek to utilise the services of Sheffield City Council's Occupational Health Service on a fee basis. He had looked into this and understood that Sheffield City Council no longer provided this service 'in-house'. He had approached, however, three other suitable qualified bodies who could provide this service for the Council.</p> <p>He also gave an update on the position of the cleaning service for the Council. Next steps were then considered and agreed.</p> <p>Proposed by Councillor Victoria Bowden and seconded by Councillor Alan Woodcock and RESOLVED: That:</p> <ul style="list-style-type: none"> a) The Clerk, in consultation with the Chairman of the Staffing Committee and the Chairman of the Finance and Premises Committee, be authorised to appoint a preferred Occupational Health provider for the Council. b) The existing temporary cleaning arrangements for the Council Offices and adjoining Community Room should be extended for a three further months from October 2023. <p style="text-align: right;"><i>(4 in favour)</i></p> |
| <p><u>2023/21</u> <u>(SC)</u></p> | <p><u>Item 21: Date and Time of Future Meetings</u></p> <p>It was confirmed that the next meeting was scheduled for Thursday 30th November 2023 at 7.00 pm at the Council Offices.</p> |