



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

21st March 2024

Dear Councillors,

You are respectfully summoned to attend a Meeting of Ecclesfield Parish Council Staffing Committee to be held at the **Council Offices** on Thursday 28th March 2024 at 7.00 pm for a 7.15 pm start.

To view the agenda please click the link below:

<https://ecclesfield-pc.gov.uk/document-category/agendas/>

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

Public Participation

There will be a public participation session prior to the meeting. This will commence at 7.00 p.m. Members of the public will adhere to the rule set by the Council for this session (including 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). Also, a written response be provided if a satisfactory verbal response cannot be given.

MEETING

Committee Membership

Councillor Thomas Sturgess (Chairman), Councillor Susan Davidson, Councillor Victoria Bowden, Councillor Michael Morrissey and Councillor Alan Woodcock.

*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 participation 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.
- All Councillors present may be required to state their name prior to the commencement of the meeting.

AGENDA

2023/30 (SC). Apologies and Reasons for Absence

To note any apologies.

To approve reasons for absence.

2023/31 (SC). Declarations of Interest

To record any requests for dispensation.

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

2023/32 (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.

2023/33 (SC). Staffing Committee Minutes

To consider the minutes, including any arising actions, of the Staffing Committee meeting held on 25th January 2024 (attached as Item 33a).

2023/34 (SC). General Staffing Update

To receive a verbal report by the Clerk on various staffing issues including outcomes from the annual appraisals of staff, training (Councillors and Officers) and progress with the 2024 pay award for Parish Council staff.

2023/35 (SC). Date and Time of Future Meetings

The next Staffing Committee Meeting is scheduled for Thursday 30th May 2024 at 7.00 pm at the Council Offices.