

BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO
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Minutes of the Barrowby Staffing Committee Meeting held on Tuesday 22nd November 2022 at the Sports Pavilion.

No members of the public were in attendance.

MEETING OPENED: 7.05pm

1. WELCOME REMARKS BY CHAIRMAN (22/010)

- 1.1 The Chairman welcomed Members to the meeting and thanked them for their attendance. Those in attendance: Councillors Eaton, Lees, McConnell-Good (from 7.08pm), Townsend and the Clerk Mrs Moss.

2.

APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN (22/011)

- 2.1 None.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (22/012)

- 3.1 There were no expressions of interest or requests for dispensation.

4. APPROVAL OF MINUTES (22/013)

- 4.1 The minutes of the Staffing Committee meeting on 30th August 2022, having been proposed by Councillor Eaton and seconded by Councillor Townsend, were agreed to be a true and accurate record, and were passed by resolution of the Committee. There was 1 abstention.

STAFFING MATTERS (22/014)

5. 5.1 Following a proposal by Councillor Eaton, seconded by Councillor Lees, members resolved to move into closed session in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed regarding staff contracts.
- 5.2 Members reviewed current staff hours and it was agreed that a working party should discuss this in more detail and a meeting arranged for Tuesday 24th January 2023 at 6.00pm at the Sports Pavilion. Following a proposal by Councillor Eaton and seconded by Councillor McConnell-Good, it was approved to increase the Assistant Clerk's hours as per the original job application.
- Action: Clerk to send confirmation to Assistant Clerk.**
- 5.3 Members noted a change to the Assistant Clerk's responsibilities.
- 5.4 Members conducted a review of the annual pay of the Clerk in accordance with the Contract.
- 5.5 Members noted the new 2022/23 NJC Pay Scales and arrangements for payment.

STAFF HOLIDAYS (22/015)

6. 6.1 Members received an update on staff annual leave.

7. CLOSED SESSION (22/016)

- 7.1 Following a proposal by Councillor Lees and seconded by Councillor Eaton, it was resolved to move back to public session.

8. DATE FOR NEXT MEETING (22/017)

- 8.1 The next meeting is on Tuesday 7th February 2023 at 7.00pm at the Sports Pavilion.

The Chairman closed the meeting at 8.38pm.