

# BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO  
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## Minutes of the Barrowby Staffing Committee Meeting held on Monday 21<sup>st</sup> October 2024 at the Reading Room, Church Street, Barrowby

No members of the public were in attendance.

**MEETING OPENED:** 4.04pm

### 1. WELCOME REMARKS BY CHAIRMAN (24/014)

- 1.1 Councillor Eaton welcomed members to the meeting and thanked them for their attendance.  
Those in attendance: Councillors Brown, Eaton, Footitt, Lees and the Clerk Mrs Moss.

### 2. APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN (24/015)

- 2.1 There were no absences.

### 3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (24/016)

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

### 4. APPROVAL OF MINUTES (24/017)

- 4.1 It was **RESOLVED** to approve the minutes of the Staffing Committee meeting held on 1<sup>st</sup> October 2024.

### 5. STAFFING MATTERS (24/018)

- 5.1 It was **RESOLVED** to approve 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 recruitment.
- 5.2 After the withdrawal of one of the applicants it was **RESOLVED** to approve the recommendation to the Parish Council of the remaining applicant for the Clerk's role.
- 5.3 It was **RESOLVED** to approve the contents of the new Clerk and RFO's contracts.  
**Action: The Clerk to merge the suggested and new NALC contracts.**  
**Action: Councillor Eaton to check if mileage payments are taxable as a benefit in kind.**
- 5.4 It was **RESOLVED** to approve the payment of overtime to the Litter Picker to remove leaves and tidy the path at the Burial Ground, the footpath along The Posts and the Village Green.  
**Action: The Clerk to ask the Litter Picker to carry out the extra duties as agreed.**
- 5.5 It was **RESOLVED** to approve a Policy and Procedure to cover the new duty to Prevent Sexual Harassment.  
**Action: The Clerk to add to the next Parish Council Agenda for members to note.**
- 5.6 The meeting moved back into open session.

### DATE FOR NEXT MEETING (24/019)

6. 6.1 Wednesday 8<sup>th</sup> January 2025 at 6pm at the Reading Room.

The meeting closed at 5.05pm.