

BARROWBY PARISH COUNCIL

Minutes of the Staffing Committee Meeting

held on Wednesday 19 February 2025 at 7pm in the Reading Room, Church Street, Barrowby

Councillors in attendance:

Paul Brown
Jo Footitt (Chairman)
Tim Lees
Anna McConnell-Good

Officer in attendance: Sharon Pyke (Locum Parish Clerk)

No members of the public were present

1. WELCOME (24/027)

The Chairman welcomed members to the meeting

2. APOLOGIES (24/028)

Apologies were received from Councillor Joseph who would either be late or unable to attend

3. DECLARATIONS OF PECUNIARY INTEREST (24/029)

3.1 No declarations of members' interests were made

3.2 No dispensations needed to be considered

4. MINUTES (24/030)

It was **RESOLVED** to approve and sign the minutes of the Staffing Committee meeting held on 10 January 2025

5. STAFFING MATTERS (24/031)

5.1 It was **RESOLVED** to grant permission to the locum clerk to carry any annual leave forward beyond the end of the current holiday year

5.2 The advert and supporting documents for the vacancy of clerk were **RESOLVED** with minor amendments. The advert would be sent to Lincolnshire Association of Local Councils for circulation to other neighbouring CALC's, SKDC and LCC. It would also be published to the website, Facebook and parish noticeboards.

5.3 It was **RESOLVED** to move into closed session in accordance with the Public Bodies Act 1960, due to the confidential nature of matters to be discussed.

5.4 A verbal update from the locum clerk on her first month in post was received and **NOTED**

5.5 An amendment to the Responsible Financial Officer's contract was **RESOLVED** and would be sent in writing to the Responsible Financial Officer. The amendment would confirm the conversations between the Responsible Financial Officer and the locum clerk

5.6 It was **RESOLVED** to move back into public session

6. DATE FOR NEXT MEETING (24/032)

To be confirmed but likely based around the recruitment of the new clerk

The meeting closed at 7.55pm