

BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO
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Minutes of the Barrowby Staffing Committee Meeting held on Tuesday 16th July 2024 at the Reading Room, Church Lane, Barrowby

No members of the public were in attendance.

MEETING OPENED: 7.06pm

1. ELECTION OF CAIRMAN (S24/001)

- 1.1 It was **RESOLVED** to approve the election of Councillor Eaton as temporary Chairman.

2. WELCOME REMARKS BY CHAIRMAN (24/002)

- 2.1 Councillor Eaton welcomed members to the meeting and thanked them for their attendance. Councillor Beswick-Parsons temporarily joined the Committee to ensure that it was quorate for this evening only due to the nature of the business to be discussed. Those in attendance: Councillors Beswick-Parsons, Brown, Eaton, Footitt, Lees and the Clerk Mrs Moss.

3. APOLOGIES: TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS GIVEN (24/003)

- 3.1 Apologies were received from Councillor Marriott.

4. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (24/004)

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

5. APPROVAL OF MINUTES (24/005)

- 5.1 It was **RESOLVED** to approve the minutes of the Staffing Committee meeting held on 29th April 2024.

6. STAFFING MATTERS (24/006)

- 6.1 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.
- 6.2 It was **RESOLVED** to approve the payment of overtime to Rick Caunt on production of a timesheet for litter picking at Low Field on the morning of Sunday 25th and Monday 26th August following the Village Summer fete.
- 6.3 Members went through each application received for the Clerk's post and short-listed them to identify who will be invited to an interview.
- 6.4 It was **RESOLVED** to approve that the Clerk will notify applicants of the outcome of the short-listing process.
Action: The Clerk to write to all the applicants to advise them of the outcome of the short-listing process and to invite the successful applicants to an interview.
- 6.5 It was agreed that interviews will take place at the Reading Room on Wednesday 24th July Commencing at 5.30pm.
- 6.6 The meeting moved back into open session.

7. DATE FOR NEXT MEETING (24/007)

- 7.1 Monday 28th October 2024 at 7.15pm at the Reading Room.

The meeting closed at 8.45pm.