

Minutes of the Staffing & Establishment Committee 21st May 2019 at 6.30pm
www.essexinfo.net/marksteyparish

PRESENT:

COUNCILLORS: -

K BARKER
K EVANS
M BAILEY (Left the meeting at 8pm)
M CALLEN
A THOMAS
A WALKER

IN ATTENDANCE:

G Humphries Clerk and RFO
G Wells

2019/SE009 Apologies for absence

There were no apologies with all committee members in attendance.

2019/SE010 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests

No Interests were declared

2019/SE011 Public Session

There were no members of the Public or Press present.

2019/SE012 Minutes

The Committee resolved to approve the minutes of the Committee meeting on 25TH March 2019 subject to slight amendment of item 2019/006.

Proposed: Cllr Callen Seconded: Cllr Bailey

2019/SE013 Staffing Issues

Report received by Committee from Clerk. Cllr Wells cascaded information regarding Appeal Meeting and confirmed decision was based on current actions not previous actions. Proposed improvement plan was **APPROVED** by Committee Members

Proposed Cllr Callen Seconded Cllr Barker

2019/SE014 Caretaker / Keyholder Review

Committee **APPROVED** for Cllr K Barker to call a new meeting with Caretakers and Keyholder to discuss way forward with Consultation.

Proposed: Cllr Callen Seconded: Cllr Walker

2019/SE015 Aim and Objectives 2019

Committee agreed following Aims and Objectives for coming year

- 1) Resolve Cleaning and Caretaker Role
- 2) To Achieve Co-operative Staff
- 3) To Complete Staff annual appraisals
- 4) For Staff to hold quarterly team meetings
- 5) Hand over Newsletter to staffing

Proposed Cllr Barker Seconded Cllr Thomas

2019/SE0016 Information Exchange

- a) Chairman had nothing to discuss
- b) Clerk had nothing to discuss

2019/SE017 Chairman to close the meeting.

The meeting was closed by the Chairman at 9.30pm