

PRESENT:

COUNCILLORS: -

K BARKER
M CALLEN
A THOMAS
A WALKER

IN ATTENDANCE:

G Humphries Clerk and RFO

2019/SE018 Apologies for absence

Apologies were received from Cllr Bailey
Proposed Cllr Callen Seconded Cllr Thomas

2019/SE019 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests

Cllr Callen registered interest in 2019/SE026 due to close relationship with Cleaning Staff

2019/SE020 Public Session

There were no members of the Public or Press present.

2019/SE021 Minutes

The Committee resolved to approve the minutes of the Committee meeting on 21 May 2019. They were signed by the Chair at the meeting.

Proposed: Cllr Callen Seconded: Cllr Thomas

2019/SE022 Staffing Issues

Discussion regarding current issues. Committee agreed with latest advice from Vine HR Consultant. Committee discussed the possibility of having a staffing and establishment sub committee which will be discuss at Full Council.

Proposed Cllr Callen Seconded Cllr Thomas

2019/SE023 Caretaker / Keyholder Review

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

Proposed: Cllr Callen Seconded: Cllr Walker

2019/SE024 Staff Appraisals

Committee agreed to holding appraisals for staff in September and again in March 2020. Then on a rolling 12-month basis. Clerk to produce new Job profiles so in line with current Roles and responsibilities and bring back to Staffing Committee for approval

Proposed Cllr Barker Seconded Cllr Thomas

2019/SE025 Terms of Reference

Committee decided to wait till Full Council review of Committees before changing Terms of Reference.

2019/SE026 Cleaning

Committee requested a deep clean be done by Contract Cleaner to begin. Contract to be drawn up by Clerk for Signing for the 4 week trial period.

2019/SE0027 Information Exchange

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

2019/SE028 Chairman to close the meeting.

The meeting was closed by the Chairman at 9.30pm