

Holme Valley Parish Council

MINUTES OF THE SPECIAL STAFFING COMMITTEE HELD ON MONDAY, 24 JUNE 2019

Those present:

Chairman: Cllr Di Hall

Councillors: Cllrs T Bellamy, P Davies, T Dixon, RP Dixon S East R Hogley M Pogson and J Roberts

Officers: Mr A S Marlor – Locum Clerk & RFO, Mrs E Bennett – Trainee Clerk

1920 09 Public Bodies (Admissions to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014

As Local (Parish and Town) Council meetings can now be recorded, the Chairman checked if anyone wished to record the meeting, to ensure reasonable facilities could be provided. No members of the public or press were present.

1920 10 To accept apologies for absence

Apologies for absence were accepted from T Dixon.

1920 11 To consider whether items on the agenda should be discussed in private session

RESOLVED: That the Items 7 & 8 should be taken in private session, owing to the confidential nature of the matters to be discussed.

1920 12 To receive Members' personal and disclosable pecuniary interests in items on the agenda

None received.

1920 13 To consider written requests for new DPI dispensations

None received.

1920 14 To confirm the Minutes of the Previous Meeting

RESOLVED: That the Minutes of the Special Staffing Committee Meeting held on 20 May 2019, numbered 1920 01 to 1920 08 inclusive, be confirmed.

1920 15 Exclusion of Public and Press

RESOLVED: That the business of the Council now to be transacted be not open to the public or press on the grounds that the matters to be considered are of a confidential nature.

1920 16 Staffing Matters

Members received an up-date on the investigation into the actions of the former Clerk.

RESOLVED

That the Clerk will speak to the Council's Insurers and provide further updates to the Committee and Council

Members considered a report from the Locum Clerk and the Responsible Finance Officer on the future staffing arrangements

Holme Valley Parish Council

RESOLVED

- (1) That the Current post of Clerk and Responsible Finance Officer be redesignated as Clerk of the Council.
- (2) That the post of Administration Assistant be deleted and replaced by a post of Deputy Clerk and Responsible Finance Officer, in accordance with the proposed job description.
- (3) The post of Deputy Clerk and Responsible Finance Officer be advertised in the local press and on the YLCA web-site
- (4) A Staffing Sub-committee comprising Councillors Hall, T Bellamy and Davies will oversee the recruitment process.

1920 17 Freedom of Information Act 2000 – to agree what information will be made available to the public

RESOLVED: That there were no supporting papers to be made available to the public.

.....
Chairman