

Wheatley Parish Council Staffing Committee Minutes Thursday 19th May 2022

Present: Cllrs R Barrett (RB), P Gregory (PG), A Sercombe (AS) (Chairman)

Meeting opened at 14:00 and closed at 14:30

No	Agenda Item	Action
1.	TO ELECT A OF CHAIRMAN FOR THE STAFFING COMMITTEE Cllr Gregory proposed that Cllr Sercombe continue as chairman of the Staffing Committee. This was seconded by Cllr Barrett and was approved.	
2.	TO ELECT A VICE CHAIRMAN FOR THE STAFFING COMMITTEE. the committee felt that a vice-chairman was not required.	
3.	TO RECEIVE APOLOGIES FOR ABSENCE – Cllr Street’s apologies were approved	
4.	DECLARATIONS OF INTEREST – none	
5.	TO REVIEW MINUTES from previous meeting held on 25 th January 2022 were signed by the Chairman as a true record of the meeting	
6.	TO REVIEW OUTSTANDING ACTIONS – none	
7.	TO RECEIVE AN UPDATE FROM THE CLERK New Grounds Maintenance Operative has settled in and is making positive improvements in and around the village. He is working well with fellow operative.	
8.	TO REVIEW TERMS OF REFERENCE FOR COMMITTEE – Reviewed and no changes proposed	Clerk
9.	TO DISCUSS BANK HOLIDAY ENTITLEMENT FOR PART TIME EMPLOYEES. Committee agreed to recommend approval to full council	Chair
10.	TO DISCUSS LEARNING AND DEVELOPMENT OPPORTUNITIES AND CONSIDER REQUESTS <ul style="list-style-type: none"> i) Review of recent learning and development. Upcoming training for Cllrs was discussed. Positive comments were received following the councillors training day. Clerk was keen to develop the findings from this exercise to help increase productivity and to improve communications. The next training day will include a recap and review of Myers Briggs and look at the cycle of change, ii) Training and development requests (councillors and employees) Clerk to organise H&S training as previously agreed. Clerk attendance at SLCC National Conference approved 	Clerk
11.	ITEMS FOR INFORMATION – none	All

Date of next meeting - TBC