

# Wheatley Parish Council Virtual Staffing Committee Minutes Thursday 25<sup>th</sup> March 2021 at 10am

**Present:** P Gregory (PG), D Lamont (DL), A Sercombe (AS) (Chair), P Willmott (PW)

**Officer:** Michelle Legg (Clerk)

**Members of the Public:** 0

Meeting opened at 10:01 and closed at 10:37am

No	AGENDA ITEM	Action
46.	<b>APOLOGIES FOR ABSENCE</b> – Cllr Barrett (after the meeting)	
47.	<b>DECLARATIONS OF INTEREST</b> – none	
48.	<b>MINUTES</b> from previous meeting 15 <sup>th</sup> February 2021 were accepted as a true record of the meeting. Chair to sign minutes and to return them to the parish office.	
49.	<b>TO RECEIVE AN UPDATE FROM THE CLERK</b> <ul style="list-style-type: none"><li>i) Update on Annual Leave – discussed and noted</li><li>ii) Apologies of absence from meeting on Monday- noted</li></ul>	
50.	<b>TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DUE TO THE PERSONAL CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED</b> - approved	
51.	<b>TO APPROVE PERMANENT APPOINTMENTS FOLLOWING SUCCESSFUL COMPLETION OF PROBATION</b> – committee approved permanent appointment of part-time Grounds Maintenance Operative, from Tue 30 <sup>th</sup> March 2021.	
52.	<b>TO DISCUSS PREPERATIONS FOR RE-OPENING PARISH OFFICE</b> Committee was happy to continue with current approach until government lift restrictions later in the year. Awaiting information regarding extension of current legislation.	
53.	<b>TO DISCUSS LEARNING AND DEVELOPMENT OPPORTUNITIES AND REQUIREMENTS.</b> Cllrs reminded to review and update learning and development records. Some councillors have signed up for online development workshops/seminars	
54.	<b>ITEMS FOR INFORMATION</b> - None	