

KIRKBURTON PARISH COUNCIL

SERVICE REVIEW COMMITTEE

**MINUTES OF A MEETING ON THURSDAY 6th JUNE 2013
AT 8.45 pm AT BURTON VILLAGE HALL**

Present: Cllr S Beresford (In the Chair)

Cllrs R Barraclough, R Burton, S Dunford, J Hirst, J Paxton and C Whittingham.

Officers in Attendance: Mrs A Royle.

All members were present.

**SR1 Apologies and
Declarations of
Interest**

No declarations of interest were made.

There were no members of the public present.

**SR2 Public
Participation**

Resolved: To hold the meeting in the private session as it concerned future contracts.

**SR3 Admission of the
Public**

Members noted the Objectives, Scoping and Timescale for the review which had been agreed at Council. Discussion took place on the detail of the review and how it would be carried out. It was noted that an initial free of charge consultation had been offered to the Council by a professional HR Consultancy.

SR4 Service Review

Resolved: That the Line Manager, Deputy Line Manager and the Clerk would meet with the HR Consultancy in the first instance to take advice on how to proceed.

Resolved: That following the above meeting more detail would be included in the Objectives, Scoping & Timescale document, and an advertisement would be placed as cheaply as possible, seeking assistance from someone with relevant HR and/or Council expertise to help carry out the review.

The meeting then closed.