

Kirkburton Parish Council

Staffing Committee

Minutes of the Meeting on 14 January 2021 held remotely

Present: Cllr D Hardcastle in the Chair
Cllrs B Armer, R Barraclough, P Brook and R Burton.
Officer in attendance: Mrs A Royle

S12 Apologies and Declarations of Interest

Apologies were received from Cllr S Beresford.

No declarations of interest were made.

S13 Public Participation

No members of the public wished to address the Committee.

S14 Admission of the Public

Resolved: To hold the discussions on all of the items in the private session, as they either involve a future contract or would divulge personal and confidential information.

S15 Staff Vacancy

The Committee considered establishing a Staffing Sub-Committee with delegated authority to set the timetable, shortlist the candidates, conduct the interviews and fill the vacancy.

Resolved: To establish a Staffing Sub-Committee with delegated authority to set the timetable, shortlist the candidates, conduct the interviews and fill the vacancy.

Resolved: To elect the Chairman, Vice Chairman and Line Manager as members of the Staffing Sub-Committee.

S16 Line Manager's Report

The Line Manager presented a verbal report updating members on the situation in the office and outlined specific problems the Clerk is currently experiencing.

S17 Clerk's Report

The Clerk made a verbal report and outlined the current problems.

Members thanked her for the efforts she is making to keep the Council operating smoothly and asked her to continue to make every effort to progress matters in the current circumstances.

The Chairman then closed the meeting.