



WINTERBOURNE PARISH COUNCIL

STAFFING COMMITTEE

13th May 2024

D Marriott (in the Chair)

J Amos (P)
D Eldridge (P)
S Hancock (P)

P Kembery (P)
D Marriott (P)

36.05/24 - Evacuation procedure – Leave via the fire door and assemble outside in the play area – Noted

37.05/24 - Apologies for absence – None

38.05/24 - Declaration of Interest Under the Localism Act 2011: None.

39.05/24 – To agree the revised minutes of the meeting held on 5th February 2024 and the minutes of 4 December
Resolved to approve

40.05/24 – To resolve that the following agenda items will be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the personal nature of the business to be discussed.
Resolved.

41.05/24 – To agree completion of the probation of the Assistant Clerk
The Clerk gave an update on the progress of the Assistant Clerk. Suggestion that more regular appraisals / reviews take place. Clerk requested that the Assistant Clerk's overtime is paid and not given as time in lieu.
Resolved: To agree the completion of the Assistant Clerks probation period and to recommend to Full Council that overtime is paid and not given as time in lieu. Cllr Hancock will produce a template for appraisals. These to take place in June.

42.05/24 – To agree completion of the probation of the Clerk.
The Clerk left the room during this discussion.
Resolved: To agree the completion of the Clerks probation. Appraisal to be schedule for June.

43.05/24 – To consider revised pension contributions to recommend to Full Council
Resolve: Members to compare pension rates and report back at next meeting.

44.05/24 – To note any other items to be reported.
None.

Meeting concluded 6.37pm