



Horndean Parish Council

STAFF COMMITTEE

NOTICE OF MEETING

A MEETING OF THE STAFF COMMITTEE WILL BE HELD ON MONDAY 27 FEBRUARY 2023 AT 11.30 A.M. IN NAPIER HALL COMMITTEE ROOM.

Members are summoned to attend.

Carla Baverstock-Jones FSLCC, GCILEx, MCMl
Chief Officer

21 February 2023

AGENDA

1. To receive apologies for absence.
2. Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
3. To receive and approve the Minutes of the meeting held on the 23 January 2023.
4. **To agree to exclude the public and press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted. (Public Bodies (Admissions to meetings) Act 1960)**
5. To receive and approve the Confidential Minutes of the meeting held on the 23 January 2023.
6. To receive and consider the updated information and review of staff salaries.



HORNDDEAN PARISH COUNCIL

MINUTES OF THE STAFF COMMITTEE MEETING HELD AT JUBILEE HALL ON 23 JANUARY 2023 AT 7.00 P.M.

PRESENT: Councillors R Veitch (Chairman), A Forbes, D Prosser, Mrs E Tickell

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer (Minute Taker) & Simon Ritson, RFO.

PUBLIC ATTENDANCE: There were no members of the public present.

SC 017/22/23 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies received from Cllr Mrs L Evans and Cllr Freeman.

SC 018/22/23 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

SC 019/22/23 **TO RECEIVE AND APPROVE THE MINUTES OF THE STAFF COMMITTEE MEETING HELD ON THE 06 DECEMBER 2022**

It was **RESOLVED** that the Minutes of the Staff Committee meeting held on 06 December 2022 be signed as a true record of the meeting.

SC 020/22/23 **TO RESOLVE TO EXCLUDE THE PUBLIC AND THE PRESS, IN THE VIEW THAT PUBLICITY WOULD PREJUDICE THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS OR ARISING OUT OF THE BUSINESS ABOUT TO BE TRANSACTED. (PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.**

No members of the public present.

Public meeting closed at 19:10PM

SC 021/22/23

TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON THE 06 DECEMBER 2022

It was **RESOLVED** that the confidential minutes of the Staff Committee meeting held on the 06 December 2022 be signed as a true record of the meeting.

SC 022/22/23

TO RECEIVE AND CONSIDER ADDITIONAL INFORMATION PERTAINING TO THE STAFF SALARY REVIEW

A report was circulated and a discussion took place as to the way forward in respect of addressing future salary increases.

It was agreed for further data to be obtained and presented to the next meeting of the Staff Committee.

SC 023/22/23

TO RECEIVE AND CONSIDER A FLEXIBLE WORKING REQUEST

Reports were circulated and a discussion took place.

It was agreed to recommend to Council that the employees flexible working request be accepted.

Confidential meeting closed at 19:30PM

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Signed - The Chairman

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Date