



Horndean Parish Council

STAFF COMMITTEE

NOTICE OF MEETING

A MEETING OF THE STAFF COMMITTEE WILL BE HELD ON MONDAY 26 FEBRUARY 2024 AT 6.30 P.M. IN JUBILEE HALL.

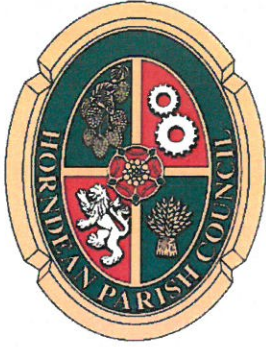
Members are summoned to attend.

Carla Baverstock-Jones FSLCC, GCILEx, MCMI
Chief Officer

20 February 2024

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 20 November 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 20 November 2023.
6. To receive a report and agree the recommendation to Council regarding any proposed changes to staff salaries for 2024/25.
7. To discuss any proposed changes to the Chief Officers salary for 2024/25.



HORNDEAN PARISH COUNCIL

MINUTES OF THE STAFF COMMITTEE MEETING HELD AT JUBILEE HALL ON 20 NOVEMBER 2023 AT 6.30 P.M.

PRESENT: Councillors D Prosser (Chairman), S Freeman (Vice Chairman), P Little, A Redding, R Smith.

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer (Minute Taker)

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

SC 001/23/24 **TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies received as all in attendance.

TO ELECT A VICE CHAIRMAN TO THE STAFF COMMITTEE

Cllr S Freeman was duly elected by a unanimous vote.

SC 002/23/24 **TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON THE 27 FEBRUARY 2023**

It was **RESOLVED** that the minutes of the Staff Committee meeting held on the 27 February 2023 be signed as a true record of the meeting. All agreed.

SC 003/23/24 **TO RECEIVE AND CONSIDER A REPORT IN RESPECT OF ANNUAL LEAVE ENTITLEMENT**

A report was circulated by the Chief Officer, and a discussion took place as to whether the current annual leave entitlement should be increased to compare with similar local government organisations. All agreed to recommend to Council for the current provisions to remain as is.

SC 004/23/24 **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 6.55pm

SC 005/23/24 TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON THE 27 FEBRUARY 2023

It was **RESOLVED** that the confidential minutes of the Staff Committee meeting held on the 27 February 2023 be signed as a true record of the meeting. All agreed.

SC 006/23/24 TO RECEIVE A REPORT AND CONSIDER THE FLEXIBLE WORKING APPLICATION

A report was circulated by the Chief Officer and the application was discussed. All agreed to recommend a trial period as per the application to Council.

Confidential meeting closed at 7:15PM

.....
Signed - The Chairman

.....
Date