

**FRAMPTON COTTERELL PARISH COUNCIL**

**MINUTES OF AN EXTRA ORDINARY MEETING OF STAFFING COMMITTEE HELD THURSDAY 28<sup>th</sup> NOVEMBER 2019 AT 7.30pm AT THE BROCKERIDGE CENTRE, WOODEND ROAD, FRAMPTON COTTERELL**

**PRESENT:** Cllrs S Walters (Chair), L Williams, P Hockey, A Allan, S Tubey

**APOLOGIES:** Cllrs E Pennell

**IN ATTENDANCE:** None

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**S.19.78 To receive and accept apologies for absence**

There were no apologies received.

**S.19.79 To approve the Minutes of the Staffing Committee meetings held on 24<sup>th</sup> October 2019**

It was RESOLVED to agree to the Minutes of the 24<sup>th</sup> October 2019 as a true and correct record.

**S.19.80 EXEMPT ITEMS Prior to consideration of the following agenda items, councilors are invited to pass the following resolution: Pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by S100 of the Local Government Act 1972, the Press and Public be excused from the meeting for the following items of business on the grounds that its consideration would involve the disclosure of exempt information as defined in Part 1.**

It was RESOLVED to agree to exclude the Press and public.

**S.19.81 To receive a report on the HR contract review and agree actions**

The need for ongoing human resources support was discussed.

It was RESOLVED for the Clerk to obtain 3 quotes to include South Gloucestershire Council and report back to the Committee.

It was RESOLVED to make budget provision of £2500.

**S.19.82 To discuss and agree to an extension of the Interim Clerk's contract**

It was RESOLVED to extend the Interim Clerk's contract to 9<sup>th</sup> February 2020.

**S.19.83 To discuss and agree the interview process for the new Clerk's recruitment**

It was RESOLVED to re-advertise the vacancy with a deadline of 10 days after posting the advert on the Council website, Facebook, and noticeboards plus the South Gloucestershire Council website.

The meeting closed at 8.40pm