

MINUTES OF AN EXTRA ORDINARY MEETING OF STAFFING COMMITTEE HELD THURSDAY 10TH SEPTEMBER 2020 AT 2.00pm AT THE BROCKERIDGE CENTRE, WOODEND ROAD, FRAMPTON COTTERELL

PRESENT: P Hockey (Chair), M Bridgland, L Williams, E Pennell

APOLOGIES: None

IN ATTENDANCE: A Durn (Parish Clerk)

S.19.116 To agree the NALC/SLCC face to face meeting risk assessment checklist

It was RESOLVED to agree to the NALC/SLCC checklist

S.19.117 To receive apologies for absence

There were none received

S.19.118 To receive any Declarations of Interest and any requests for Dispensation

There were none received.

S.19.119 To approve the Minutes of the Staffing Committee meeting dated 20th August 2020

It was unanimously RESOLVED to agree the Minutes of 20th August 2020.

S.19.120 To receive the Chair's report

The Chair referred to Cllr Tubey's resignation and thanked her for her work while on the Staffing Committee. The Chair stated that this now creates a vacancy which will be put on the agenda of the next Full Council meeting on 24th September 2020.

S.19.121 EXEMPT ITEMS Prior to consideration of the following agenda items, councillors 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 excluded from the meeting for the following items of business.

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

S.19.122 To receive a Staffing Report and agree actions

The report was received and noted, and the advice from South West Councils was discussed.

It was RESOLVED that:

- further clarification be obtained from South West Councils.
- The sickness policy adhered to and a return to work interview be held
- The Stress Risk Assessment review be held and reported back to Staffing Committee
- The Chair and Vice Chair of Staffing Committee offer to meet with the member of staff to discuss concerns. If the Chair is unavailable, then Cllr Pennell will join the Vice Chair for the meeting.

The meeting closed at 4pm.