

KIRKBURTON PARISH COUNCIL

STAFFING COMMITTEE

MINUTES OF THE MEETING ON THURSDAY, 18th OCTOBER 2012 AT 9.00 pm AT BURTON VILLAGE HALL

Present: Cllr R Burton in the Chair
Cllrs S Beresford, J Hirst and J Paxton.
Officers in attendance: Mrs R Perry and Mrs A Royle.

Apologies were received from Cllrs R Barraclough and S Dunford.

**S7 Apologies and
Declarations of
Interest**

There were no declarations of interest.

No members of the public were present.

**S8 Public
Participation**

Resolved: To hold the meeting in private session as it concerned identifiable living individuals and the discussion was likely to divulge exempt information.

**S9 Admission of
Public**

Members noted the legal information received from the YLCA with regard to Mrs Perry's request for flexible working under the Flexible Time Working Regulations (Employment Act 2002).

**S10 Administrative
Support Officer**

Resolved: To grant permission to Mrs Perry to vary her working hours and place of work as requested.

Further to the previous meeting's decision that Mrs Perry would run the Environment Committee, a discussion took place on whether Mrs Royle should still be involved, and whether Mrs Perry's job title should be changed to Committee Clerk to enable her to take on the whole function.

**S11 Staffing of
Environment
Committee
Meetings**

Resolved: To take advice from YLCA as to whether Mrs Perry's job title should be amended to Committee Clerk to enable her to take over the full role,

The Clerk and the Line Manager gave an update on current issues.

**S12 Reports from Line
Manager & Staff**

The meeting then closed.