

KIRKBURTON PARISH COUNCIL

STAFFING COMMITTEE

MINUTES OF THE MEETING ON THURSDAY, 10 SEPTEMBER 2015 AT 7.30 pm AT BURTON VILLAGE HALL

Present: Cllr P Brook in the Chair

Cllrs S Beresford, R Burton, L Holroyd and J Paxton.

Officers in attendance: Mrs L Gardner and Mrs A Royle.

No apologies were received as all members were present.

**S1 Apologies and
Declarations of
Interest**

There were no declarations of interest.

No members of the public were present.

**S2 Public
Participation**

Resolved: To hold the discussions of the following items in a private session as they would divulge exempt information.

**S3 Admission of
Public**

The Line Manager gave updates on the current administrative situation and related subjects.

**S4 Report from the
Line Manager**

The Clerk gave an update on the office situation, current workload and priorities for the rest of the calendar year.

**S5 Report from the
Clerk**

The Line Manager updated members on the situation with regard to staffing hours and her concerns that both staff members were working in excess of their contracted hours. Members requested further information.

S6 Staffing Hours

Resolved: To request the Line Manager to continue to monitor the situation and to make a further report at the next meeting.

Resolved: To hold the next meeting on Thursday 10 November 2015.

S7 Next Meeting

The meeting then closed.

The above decisions have been taken under delegated authority granted to the Committee by the Council.