MINUTES OF THE STAFFING COMMITTEE MEETING
OF HEPTONSTALL PARISH COUNCIL

HELD AT HEBDEN BRIDGE TOWN HALL, 16 JANUARY 2017

Present : Councillors Dr J R Dunford (Chairman) J Crowther N James
M V Edwards J Scarborough (substituting for K Roberts)

151/16 APOLOGY OF ABSENCE

There were no apologies of absence from member(s), but The Clerk apologised for his absence following an unexpected operation.
Councillor Dunford agreed to make appropriate notes of the meeting for conversion by The Clerk into minutes.

152/16 DECLARATIONS OF INTEREST

No interests were declared.

153/16 EXCLUSION OF PRESS AND PUBLIC

In view of the confidential nature of the business to be transacted it was resolved that, in the public interest that, should further public arrive, press and public be temporarily excluded from the meeting in accordance with Standing Order no. 1(c).

154/16 CLERK'S WORKLOAD

In absence of The Clerk it was resolved to recommend an increase in his contracted weekly hours from 9.5 to 10.5 and this be advised to the Finance Committee.

155/16 OPERATION OF REAL TIME INITIATIVE (RTI) : HER MAJESTY'S REVENUE & CUSTOMS
It was resolved this item be included on the agenda for Full Council on 6 February 2017.

156/16 EMPLOYER'S RESPONSIBILITY : AUTO-ENROLMENT RE. WORKPLACE PENSIONS
It was resolved this item be included on the agenda for Full Council on 6 February 2017.

157/16 APPRAISAL OF SERVICE PROVIDED BY THE CLERK

It was agreed to explore putting an Appraisal regime in place and resolved The Chairman should hold discussions with The Clerk, and Councillor Dunford volunteered to obtain appropriate information from Yorkshire Local Councils Associations.

…… **……**
(Chairman) **(Date)**