



MINUTES OF THE MEETING OF THE STAFF COMMITTEE  
EXCLUSION OF PUBLIC AND PRESS

Minutes of the meeting of Staffing Committee held at the Council Offices, Station Road, Purton  
on Wednesday 6<sup>th</sup> June 2018 commencing at 7.00pm

**Councillor Attendance:** Chairman Paul Grigg, Scott Harflett and Sue Matthews  
**Officer Present :** Deborah Lawrence – Clerk to the Council

07/18 **Appointment of Vice Chairman of Staffing Committee**

Chairman of Council Ray Thomas was nominated by Susan Matthews, seconded by Councillor Paul Grigg with all those present in favour as being Vice Chair of Staffing.

08/18 **To receive and accept apologies for absence**

Apologies were received and accepted from Chairman of Council Ray Thomas and Councillor Neil Hooper.

09/18 **Declaration of Interest**

No declarations of interest was received or noted.

10/18 **Dispensation**

None.

11/18 **Minutes of Previous Meeting**

The minutes of the meeting held on Monday 5<sup>th</sup> February 2018 were approved and signed as a true record, proposed by Councillor Sue Matthews, seconded by Councillor Scott Harflett with all those present in favour.

12/18 **Exclusion of Public and Press**

**RESOLVED:** In view of the fact that publicity would prejudice the public interest by reason of the confidential nature arising out of the business to be transacted in accordance with LGA 1972, Sch 12, para 10(2) (b) and 26 (2) (b). Members of the public and press were asked to withdraw.

06/18 **Clerks Confidential Report**

Councillors **Noted** the Clerk report which included the following items:

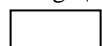
Appointment of new cleaner at Millennium Hall **Noted.**

Review of Village Hall and Millennium Hall Cleaning and maintenance standards. **Noted.**

Staff training. **Noted.**

Annual Staff salary increases were **Noted** at 2%.

Staff welfare. A request to aid staff welfare by introducing use of facilities such as badminton, tennis and bowls was welcomed. It was **Proposed** by Chairman of Staffing Paul





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Griggs, seconded by Councillor Sue Matthews with all those present in favour of referring this item to charities for consideration.

Staff well being – It was **Noted** that a member of staff would require time off shortly due to ill health and consideration to their current role and duties was requested. Appendix A which is not included in information to the public was agreed and will form a separate part of the minutes. **Proposed** by Chairman of staffing Paul Grigg, second by Councillor Sue Matthews with all those present in favour.

There being no further business the meeting was closed at 7.40pm

Dated ..... Signed\_.....

