

Collingham with Linton Parish Council

13th March 2025

Staffing Committee Meeting 19th March 2025 at 1pm in Collingham Memorial Hall

Members of the public are welcome to attend a Public Session at the beginning of the meeting for a maximum of 15 minutes.

AGENDA

- 1. To receive and approve apologies for absence**
- 2. Declarations of interest in items on the agenda** *Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Collingham with Linton Parish Council Code of Conduct for Members and by the Localism Act 2011
- 3. To consider requests received by the Clerk for dispensations under Section 33 of the Localism Act 2011**
- 4. To resolve to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the nature of the business to be transacted for item 7 being prejudicial to the public interest**
- 5. To note the minutes from the meeting on 27th November 2024 (approved at full council 7th January 2025)**
- 6. To receive current, and consider new staffing policies and procedures required ahead of the Annual Meeting in May 2025**
- 7. To consider a time and motion study completed by the Clerk to demonstrate the staff workload and provide recommendations on hours required and approach appropriate for Full Parish Council consideration**
- 8. To note that the staffing committee meets bi-annually with the next scheduled meeting on 26th November 2025 at 10.30am in Collingham Memorial Hall**