

## Abbots Langley Parish Council

Minutes of the Staffing Committee Meeting held on Wednesday 5<sup>th</sup> September 2018 at 9.00 am in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Vice Chairman                      Councillor Liz Burns  
Councillors                          Councillor Brenda Kersey  
    Councillor Jane Lay  
    Councillor David Major  
    Councillor David Monk (in attendance non-voting)  
    Councillor Owen Roe  
Officers:                                Tim Perkins - Clerk to the Council

The meeting opened at 9:00 am.

**151. Apologies for absence**

Apologies were received, accepted and recorded from Councillor Stephen Giles-Medhurst (away).

**152. Declarations of Interest**

None.

**153. Public participation**

No members of the public had expressed an interest in addressing the committee.

**154. Minutes of the Meeting**

It was proposed by Councillor Brenda Kersey, seconded by Councillor David Major and **RESOLVED** that the minutes of the meeting held on 6<sup>th</sup> June 2018, copies of which had been sent to all Members of the Parish Council prior to the meeting, be taken as read and were signed by the Chairman as a correct record.

**155. Recruitment - Grounds Apprentice & Office**

The paperwork to register the apprentice with Oaklands College has been completed and a start date will be agreed when the college have completed their induction processes.

The Clerk confirmed that the apprentice would be on a fixed term two-year apprentice contract based on the model provided by our HR Business Partner.

Members noted the update from the Clerk on office staffing. A further matter was discussed and minuted (min. 158) below.

**156. Exclusion of the Press and Public (Part II)**

It was proposed by Councillor Jane Lay and seconded by Councillor David Major and **RESOLVED** that as the following matters related to the terms and conditions of members of staff, the press and public be excluded from the discussion, under the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, ss100 & 102.

**157. Bar Staff - Wage Rates**

It was proposed by Councillor Liz Burns, seconded by Councillor Jane Lay and **RESOLVED** that the bar staff hourly rate be amended as below with effect from 1<sup>st</sup> September 2018.

Key Holder (Supervisor rate)	£11.88/hour
Bar Staff (Standard rate)	£10.01/hour

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### 158. Office Staff

It was proposed by Councillor Liz Burns, seconded by Councillor Jane Lay and **RESOLVED** that a recognition award be made to the Finance Office and Planning & Meetings Officer for the support they gave to the Parish Council during the period of disruption caused by office staff changes.

Delegated authority was granted to the Clerk to agree the level of the award with the Committee Vice-Chairman.

The meeting closed at 9.19 am.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_