

Abbots Langley Parish Council

Minutes of the Staffing Committee Meeting held on Wednesday 2nd September 2020 at 9.00 am on the Zoom Video and Teleconferencing Platform. ^[1].

Those Present:

Chairman	Councillor Stephen Giles-Medhurst
Councillors	Councillor Fran Deschampsneufs Councillor Jane Lay Councillor David Major
Officers:	Tim Perkins - Clerk to the Council

The meeting opened at 9:00 am.

^[1] *Permitting legislation - The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.*

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116. Apologies for absence

None.

117. Declarations of Interest

None.

118. Public Participation

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

119. Minutes of the Meeting

It was proposed by Councillor Fran Deschampsneufs, seconded by Councillor Jane Lay and **RESOLVED** that the minutes of the meeting held on 3rd June 2020, 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.

120. Clerk's Report

Members noted the Clerk's update on the Personal Alert Trackers, the purchase of which had been agreed by the Leisure Committee (min. 45.).

Officers were working with suppliers who were waiting for new models to be released and supplies to be received from Far East suppliers.

121. Exclusion of the Press and Public (Part II)

It was proposed by Councillor Stephen Giles-Medhurst and seconded by Councillor Jane Lay 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.

122. Works Team Staffing

Members noted the Clerk's report on staffing levels, staff ill health absence and recruitment.

The Clerk will be seeking advice from our HR Business Partner on the consultant's letter related to the member of staff on sickness absence and their ability to use equipment if and when they return to work.

Recruitment for the current vacancy will be re-launched in September.

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It was proposed by Councillor Stephen Giles-Medhurst and seconded by Councillor Jane Lay and **RESOLVED** that following the formal end of their apprenticeship a temporary contract be offered to the Grounds Apprentice, until such time as their alternative career options are resolved.

123. Office Return to Work

Members noted the Clerk's report and the options and risks of returning to work.

The Clerk will keep the situation under review, but an option to return to work with possibly two members of staff in the office, is under consideration from October, but that will be decided nearer the time.

Members understood the Clerk's concerns about production of the budget for 2021-2022, the challenges this will present due to the lack of revenue and the time required to do the necessary technical work.

The Chairman gave members a short briefing on the discussions at Hertfordshire County Council on the possible move to a unitary authority. The government white paper has been delayed and is now promised "in the autumn".

In summary. In longer term if the unitary model is adopted it may have staff and operational impacts on the Parish Council. At this stage it is difficult to assess what the impacts may be and it will be too early for any consideration to be given on the budget or staffing levels for the 2021-2022 financial year.

124. Parish Council Meetings

Members noted the Clerk's report.

Currently Hertfordshire County Council and Three Rivers District Council are still operating virtual meetings, although a possible move to meetings where the Chairman and officers are in attendance and all other members remote is being trialled.

The Clerk advised that moving meetings from the Parish Council office to Tanners Wood Hall would not be practical due to the lack of network access. There were also logistical challenges in holding meetings in the Manor House.

Whilst the decision rests with the Parish Council, members did not think an immediate return to attended meetings was necessary. It was appreciated that the Clerk will require support as the 2021-2022 budget is developed and that may require additional Parish Council or Finance and Administration Committee meetings.

The meeting closed at 9.42 am.

Signed: _____

Dated: _____