

THE IVERS PARISH COUNCIL

MINUTES OF A MEETING OF THE HR SUB COMMITTEE HELD ON 2nd MARCH 2021 at 6.00PM VIA ZOOM CALL

Present: Councillors Wendy Matthews (Chairman), Ann Mayling, Carol Gibson, Julie Cook, Kevin Brown, Peter Stanhope, Arun Gaur and Carol Gibson.

In attendance: Jeremy Day (Deputy Clerk)

HR.039/20 APOLOGIES FOR ABSENCE

None were received.

HR.040/20 DECLARATIONS OF INTEREST

None were received.

HR.041/20 MINUTES

RESOLVED that

The minutes of the meeting held on the 23rd December 2020 be agreed and signed by the Chairman.

HR.041/20 ANNUAL LEAVE

The Deputy Clerk reported that all members of the Office and Grounds Team had taken sufficient leave to meet the exceptional Covid-19 related carry forward criteria for carrying leave in the 21/22 Annual Leave year. It was also reported that leave carried into the next year will be monitored to ensure the Teams are rested regularly and scheduled appropriately to avoid a large influx of holiday requests at the end of the year in line with the provisions in the Staff Handbook.

HR.042/20 COUNCILLOR TRAINING

Councillors identified specific areas of training required by the new Council in May which the Clerk can use with the new Council to produce a training plan.

HR.043/20 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that

the Public and Press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are

confidential.

HR.044/20 GRIEVANCE

Cllr Cook introduced the findings report from the Grievance Panel which included recommendations.

RESOLVED that the recommendations be accepted.

The Clerk and Deputy Clerk to conclude the matter in writing and a face-to-face meeting with the employee.

The Clerk and Deputy Clerk to consider the need for a policy to address one specific issue raised in this grievance for the future.

The meeting closed at 7.15pm

Signed Chairman

Date