

THE IVERS PARISH COUNCIL

MINUTES OF A MEETING OF THE HR AND TRAINING COMMITTEE HELD ON 22ND APRIL 2021 at 4.00PM VIA VIDEO CONFERENCE CALL

Present: Councillors Wendy Matthews (Chairman), Carol Gibson, Julie Cook, and Chris Jordan.

In attendance: Cllrs Kevin Brown and Peter Stanhope, Stephanie Bennett (Clerk) and Jeremy Day (Deputy Clerk)

HR.050/20 APOLOGIES FOR ABSENCE

Cllr Ann Mayling.

HR.051/20 DECLARATIONS OF INTEREST

None were received.

HR.052/20 MINUTES

Cllrs Brown and Stanhope to be corrected as 'in attendance'

RESOLVED that subject to the amendments above

The minutes of the meeting held on the 19th March 2021 be agreed and signed by the Chairman.

HR.053/20 GROUNDS TEAM

The Deputy Clerk gave an overview of his research and thoughts on a future structure and function of the grounds team and asked for guidance from the Committee on the next steps. The Committee requested detail to be provided on the tasks to be undertaken in each of the proposed teams, the supervisor post and the new parish assistant post.

The Committee recognised the impact of the reduced manpower and recommended that Council appoint a contractor for the summer season to assist with the Churchyard, Swan Meadow and 45B High Street.

Discussion took place regarding the opening and closing of the facilities out of office hours which had previously relied on goodwill by councillors to undertake this work. Councillors are to consider if they can help and the Clerk is to investigate alternative arrangements.

RESOLVED that

Further development of the proposed roles is undertaken to provide the committee with rationale and a breakdown of tasks and costs for each element of the new team structure and function. This work is to be a priority of the Deputy Clerk.

HR.054/20 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.055/20 APPEAL

The HR Committee considered the report of the Appeal Panel and recommended that it be made clear that the membership of the Panel was changed at a date following the resolution of the HR and Training Committee. The report also uses the word 'zoom' which should be substituted with the term 'video conference'. It was also necessary to clarify who was the note taker for the Panel and who was the note taker for the witness.

RESOLVED that

- a. The recommendation of the Appeal Panel be adopted and the Appeal be dismissed.
- b. That the payment previously agreed by the HR and Training Committee be paid to the employee

Stephanie Bennett and Jeremy Day left the meeting

HR.056/20 STAFF REMUNERATION 2020-2021

There are to be no changes to be made

The meeting closed at 5.09pm

Signed Chairman

Date