

## THE IVERS PARISH COUNCIL

### MINUTES OF AN EXTRAORDINARY MEETING OF THE STAFFING COMMITTEE HELD ON MONDAY 7 MARCH 2023 AT 6.00PM AT THE HUB, 45B HIGH STREET, IVER, SL0 9ND.

**Present:** Cllrs Ciarán Beary, Julie Cook, Vishal Gupta, Wendy Matthews, and Peter Stanhope, Michael Sullivan, and.

**Apologies:** Cllrs Sarah Hutchins, Peter Kinchin & Graham Young

**Absent:** Cllr Michael Sullivan

**In attendance:** Louise Steele – Locum Clerk

#### **445/22 DECLARATIONS OF INTEREST**

Councillors made no declarations of interest. However, it was noted that as a Director of LGRC Associates Ltd the Locum Clerk had an interest in the proposal to provide on-going support to cover the vacancy.

#### **446/22 EXCLUSION OF THE PRESS AND PUBLIC**

It was **AGREED** to exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as the matters to be discussed were considered confidential.

#### **447/22 APPOINTMENT OF A NEW CLERK**

The Committee considered the report from the recruitment consultant on the whole recruitment process. The Committee agreed that the job title of the role be changed to Chief Officer/Clerk and that it should be advertised on broadly the same terms and conditions from late April for six weeks. One change to the terms and conditions would be that the job should be advertised as subject to the Council's Flexible Working Policy and that such a policy should be developed as a matter of urgency. The Deputy Clerk to be asked to approach WorkNest for them to draft a policy. Further that the Deputy Clerk be asked to take competitive quotes for the supply of recruitment services.

#### **448/22 SUPPORT TO COVER THE VACANCY**

The Committee considered a proposal from LGRC Associates Ltd about ongoing support to the parish council to cover the vacancy, noting with regret that Louise Steele would be withdrawing from the contract. The Committee were pleased to agree to welcome Karen Crowhurst as the new Locum Clerk and Responsible Finance Officer and agreed that this

would be from the beginning of April 2023. The Committee asked that LGRC be asked to provide an additional day a month support with the Neighbourhood Planning process. Further the Committee agreed that up to three days handover between the Locums could be funded.

The meeting closed at 6.55pm

Signed ..... Chairman

Date .....