

PITSTONE PARISH COUNCIL

STAFFING COMMITTEE

NOTICE IS HEREBY GIVEN OF a meeting of the Staffing Committee
to be held via remote log-in on 23 April 2020 at 7.30pm

Laurie Eagling, Clerk to the Council
9 Warwick Road, Pitstone, LU7 9FE
Tel: 01296 767261

Signed _____
Date: 16 April 2020

A G E N D A

In accordance with the The Openness of Local Government Bodies Regulations 2014 (S.I. 2014/...) and The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 (S.I. 2012/2089) the public and press will be excluded from this meeting due to the confidential/sensitive nature of the business.

1. **ATTENDANCE AND APOLOGIES**
2. **TO NOTE DECLARATIONS OF INTEREST AND CONSIDER DISPENSATION REQUESTS**
from councillors on matters to be considered at the meeting.
3. **MINUTES** - To resolve that the minutes of the staffing committee meeting held on 18 February 2020 be signed as a correct record.
4. **CLERK'S REPORT ON MATTERS ARISING** – To note receipt.
5. **PAYROLL YEAR END** – To note year-end actions undertaken.
6. **QUARTERLY REVIEW OF HOURS** – To consider the quarterly review of hours worked by staff and approve any overtime payment.
7. **PARISH ASSISTANT** - To note receipt of annual home working risk assessment.
8. **ASSISTANT YOUTH WORKER** – Recruitment on hold due to Covid-19.
9. **SUPPORT OF STAFF DURING COVID-19** – To note the measures approved by full council and determine if any further actions required.
10. **EMPLOYMENT LAW CHANGES** – To note new legislation which came into effect 6/4/20.
11. **DETERMINE ANY MATTERS FOR REFERRAL TO FULL COUNCIL**
12. **SET DATE FOR NEXT MEETING**