

CAWTHORNE PARISH COUNCIL

MINUTES OF THE MEETING OF THE STAFFING COMMITTEE OF CAWTHORNE PARISH COUNCIL HELD IN THE MOXON ROOM, CAWTHORNE VILLAGE HALL, ON THURSDAY 22nd JANUARY 2024

Present

Councillors: Cllr D Barron, Cllr M Broadhead, Cllr S Eyre, Cllr S Shaw, Cllr J Wilson
Clerk: Mrs S M Bashforth

Minute No15 REASON FOR ABSENCE

None

Minute No 16 DECLARATION OF INTERESTS

None

Minute No 17 EXCLUDE PUBLIC AND PRESS

Resolved to exclude the public and the press for the following items in pursuant of the Public Bodies (Admission to Meetings) Act 1960 as they are sensitive to the recruitment of a new clerk

Minute No 18 CONTRACT OF EMPLOYMENT

The NALC Model Contract of Employment was altered to suit Cawthorne Parish Council.

Resolved that the NJC pay scale be used as a base for Cawthorne Parish Council pay scale but that the NJC Terms and Conditions would not form part of the Clerk's employment contract

Reference to NJC to be deleted from job advert and elsewhere.

Minute No 19 INTERVIEW QUESTIONS

NALC suggested questions were considered, amended and added to.

Minute No 20 REFERENC CHECKING

Resolved that reference checking by telephone would not be necessary

Minute No 21 INTERVIEW DATE

Resolved that the interview date be 13th, 14th or 15th March, dependent on availability of member of this committee.

Minute No 22 DATE OF EXISITING CLERK'S EXIT INTERVIEW

Deferred to next meeting

Minute No 23 DATE OF NEXT MEETING

Resolved that the next meeting be on Friday 1st March 2pm, to go through applicants for shortlisting for interview

There being no further business the Chairman thanked all for attending and closed the meeting.