



Staffing Committee Meeting
held on Tuesday 8th February at 6pm
in the Town Hall, Berkeley

Present:

Cllr P Hall (Chairman)
Cllr L Ashton
Cllr J Sealey
J Hopkins (Clerk)

MINUTES

1. Apologies and absence
Cllr Tucker was absent.
2. To receive declarations of interests and consider requests for dispensations
There were none.
3. To approve the Minutes of the last meeting held on Monday 15th November 2021
It was **resolved** to adopt the minutes of the meeting held on Monday 15th November and it was **resolved** that the minutes can be signed.
4. To note that the National Joint Council for Local Government Services has still not agreed the new pay scales for 2021/22, to be implemented from 1st April 2021
Noted.
5. To note that the Town Clerks appraisal was completed on 11th January 2022 and the draft objectives have been set. The following was also agreed:
 - Lone working-agreed to put a ring doorbell outside the town hall so that the clerk can see visitors before they enter the building
 - To agree to register to apply for the Local Council Award SchemeIt was **resolved** that the appraisal is complete and the objectives were noted.
6. To resolve that the Public & Press will be excluded from this item to progress a confidential staffing matter-there were none present
The grounds staff review was discussed.
7. To agree to the Canon Park caretaker attending a 'Playground Inspection Training Seminar'
It was **resolved** that the caretaker can attend the seminar.
8. Date of next meeting
The next meeting will be held on Tuesday 10th May at 6pm in the Town Hall (prior to the Planning & Finance meeting).