



GORING-ON-THAMES PARISH COUNCIL

Notice of a Meeting of the Staffing Committee of the Goring Parish Council

Monday 20th September 2021 at 09:30am at Old Jubilee Fire Station, Red Cross Road, Goring

All Councillors who are members of the committee are summoned to attend the meeting.

Members of the public and press are invited to attend all meetings of the council and its committees.

(Public Bodies (Admission to Meetings) Act 1960)

09:30am – prior to the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

1. **To receive apologies for absence and to approve the reasons given. (LGA 1972 s85(1))**
2. **Declarations of Interests (LA 2011 s31)**
Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensations that accord the Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)
3. **To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.**
Reason: Confidential business relating to engagement, terms of service, conduct or dismissal of employees.
4. **To approve registering those staff who meet the auto enrolment criteria in the Local Government Pension scheme, in accordance with the staff contract.** [See Confidential Papers]
5. **To note the retirement of Assistant Clerk, M Ward.**
6. **To consider a proposal from Cllr Bryan Urbick (Councillor for Goring Parish Council and Chairman of South Stoke Parish Council) on staffing arrangements for both councils going forward to allow for a more diverse work force and ability to deputise tasks.** [See Confidential Papers]
 - 6.1. To approve requesting the Clerk reduce their hours to allow for the employment of an Assistant Clerk
 - 6.2. To approve Assistant Clerk Job Description
 - 6.3. To approve jointly advertising for an Assistant Clerk, who would work for both the civil parishes of Goring-on-Thames and South Stoke.
 - 6.4. To approve advert for the Role of Assistant Clerk for Goring-on-Thames & South Stoke – also subject to approval by South Stoke Parish Council.
7. **To confirm the time and date of the next meeting will be agreed as needed by e-mail between the committee members, in conjunction with the Clerk.**
8. **To approve the Minutes of this meeting.**