



GORING-ON-THAMES PARISH COUNCIL

Minutes 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

Public Session – Prior to the Start of the Meeting

No Comments

Members Present:

Chairman Cllr Matthew Brown (MBr)
Members Cllr Kevin Bulmer (KB)
Cllr Tony Virgo-Harris (TVH)

Officers Present:

Clerk Laura White (LW)

Public and Press:

Cllr Bryan Urbick; Councillor Goring-on-Thames Parish Council & Chairman South Stoke Parish Council, dialled in remotely to speak on 21.02.6

Meeting started 09:33

21.02.1. To receive apologies for absence and to approve the reasons given. (LGA 1972 s85(1))

None

21.02.2. Declarations of Interests (LA 2011 s31)

KB declared a non-pecuniary interest, as the vice-chairman of the Local Government Pension Fund, but will participate in the vote.

21.02.3. 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.

Resolved: Approved to exclude public and press, Cllr Urbick to be invited back to make representation on item 21.02.6; Unanimous

21.02.4. 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]

Resolved: It was noted that the LGPS is specifically for Local Government, and would ensure that the Council maintains good quality staff. Approved to join the LGPS as a scheme employer and register those staff which meet the auto enrolment criteria in the scheme; Unanimous

21.02.5. To note the retirement of Assistant Clerk, M Ward.

Noted

21.02.6. 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]

21.02.6.1. To approve requesting the Clerk reduce their hours to allow for the employment of an Assistant Clerk

Resolved: In principle agree to employing an Assistant Clerk, and noting the recently retired Assistant Clerk for Planning average hours was approximately 5 hours per week, it is likely the Clerk hours will remain an average of 25 hours per week. Approved to redistribute the responsibilities between the Clerk and new Assistant Clerk, unanimous.

21.02.6.2. To approve Assistant Clerk Job Description

Resolved: Approved, Unanimous.

21.02.6.3. To approve jointly advertising for an Assistant Clerk, who would work for both the civil parishes of Goring-on-Thames and South Stoke.

Resolved: Approved subject to South Stoke Parish Council agreement, Unanimous.

21.02.6.4. To approve advert for the Role of Assistant Clerk for Goring-on-Thames & South Stoke – also subject to approval by South Stoke Parish Council.

Resolved: Approved, subject to approval also from South Stoke Parish Council, Unanimous.

21.02.7. 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.

Confirmed, to arrange an additional meeting as required, likely March 2022 to approve salaries and hours for the year 2022-2023.

21.02.8. To approve the Minutes of this meeting.

Resolved: Approved, Unanimous.

Meeting closed 10:02