

HAZLEMERE PARISH COUNCIL

CEDAR BARN BARN LANE HAZLEMERE HP15 7BQ

MINUTES STAFF COMMITTEE MEETING HELD AT CEDAR BARN ON

5 February 2019 19.00

Members of the Council present:

J Baker, C Oliver and J Weaver

ITEM NUMBER	ITEM TOPIC	DECISION
SC02/02/19	APOLOGIES FOR ABSENCE	
	Apologies were approved from Cllr M Roberts.	Approved
SC02/02/19	DECLARATION OF INTEREST	
	Councillors did not take part in any discussions involving their declaration of interests below: Cllr A Cecil: Member of Hazlemere Community Association. Cllr J Horton: Member of Hazlemere Football Club and Hazlemere Sports Association. Cllr C Oliver: Trustee of Hazlemere Sports Association Cllr M Roberts: Member of Hazlemere Bowls Club, Hazlemere Sports Association and Bucks County Council Pension Scheme Cllr J Pritchard: Employee and Member of Hazlemere Community Centre Cllr A Slater: Scout Association, Member of Hazlemere Community Association and Bucks County Council Pension Scheme. Cllr A Slater reported that is he is no longer a Trustee of Hazlemere Community Centre, Cllr D Thompson: Member of Hazlemere Fete Committee and Wycombe Sound Radio Station. Cllr J Weaver: Member of Hazlemere Gardening Association, Chiltern Society and Grange Area Trust	Noted Noted Noted Noted Noted Noted Noted Noted
SC03/02/19	PUBLIC SESSION	
	There was no participation.	Noted
SC04/02/19	EXCLUSION OF THE PRESS AND PUBLIC 19.01	
	It was resolved in accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of these items due to the confidential nature of this item.	Approved
SC05/02/19	STAFFING MATTERS	
	It was resolved that: 1. Staff Appraisals The Clerk and Clerk's Assistant be asked to set personal targets for 2019/20.	Approved Approved

Signed.....

Chairman of Council

Date.....

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ITEM NUMBER	ITEM TOPIC	DECISION
	2. Human Resources Budget 2019/20 The Budget for 2019/20 be set at £97,000.	Approved
	3. Grievance Policy The Clerk be asked to combine the two draft policies for consideration at the Finance and General Purposes Committee Meeting on 18 February 2019.	Approved
	4. Update on actions from previous Staff Committee Meetings The reports be approved and the Clerk be asked to obtain any necessary advice for Full Council on a Pre-Payment basis, as advised by the Contractor.	Approved
	5. Correspondence The correspondence be noted, the Chairman to give a reply to the sender.	Approved

- The meeting finished at 19.30
- The next Full Council Meeting is 5 March 2019 at 20.00
- The next Staff Committee Meeting 5 March at 19.00

Signed.....

Chairman of Council

Date.....

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