

# Hellesdon Parish Council

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Minutes of the Staffing Committee held on  
Monday 6<sup>th</sup> March 2017  
at 7pm in the Council Chamber, Diamond Jubilee Lodge, Hellesdon

## **PRESENT**

Mr J Knowles (Chairman)

Mr G Britton

Mr R Grady

Mrs S Gurney

Mr D King

Mrs Kate Leggett (minutes)

## **Welcome**

Cllr Knowles welcomed everyone to the meeting.

### **1    Apologies**

Apologies received from Sue Prutton as she was attending and NDR meeting. **Accepted.**

### **2    Declaration of Interest and Dispensations**

None declared.

### **3    Minutes of the last meeting**

**Minutes of the previous meeting held on the 23<sup>rd</sup> January 2017 were agreed and signed as a true copy.**

### **4    Public Participation**

No public were in attendance.

### **5    General Information**

**5.1** Review of staffing documents. Cllr Knowles stated that there were certain items that needed attention and this item would be on the agenda for future meetings as a matter of course.

**5.2** Discussion regarding Caretakers duties and the locking of parks. Much discussion took place about this issue and several options were presented. Resolved to gather information

and present a written report exploring and outlining options and associated costs. To be presented at the next meeting.

**5.3 RESOLVED** that under the provisions of Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 to exclude the Press and the Public for the duration of items 5.4, 5.5 and 5.6 in order to discuss matters where publicity would be prejudicial to the public interest by reason of the personal and confidential nature of the business to be transacted and that this business to be discussed after after the agenda item which confirms the details of the next meeting. **All agreed.**

Mrs Leggett left the chamber (7.18pm)

Cllr Prutton arrived during the following items.

5.4 Cllr Knowles took the committee through details pertaining to items 5.4, 5.5 and 5.6. **Resolved that Cllr Knowles will write to the Council Administrator the following day to arrange a meeting with him and other members of staff.**

Mrs Leggett returned to the chamber (9.11pm)

## **6 Exchange of information**

No exchange.

### **Date and Time of Next Meeting**

Date and time of next meeting will be set at the AGM.

Meeting closed at 9.15pm