

TADDINGTON AND PRIESTCLIFFE PARISH COUNCIL

Parish Clerk: Lesley Bramwell
Crookbank Farm, Lane Head,
Tideswell,
Buxton, SK17 8RB
01298 938164

Chairman: R.P.H. Brady
Ades Croft, Lower Smithy Lane,
Taddington, Buxton
SK17 9TY
01298 85798

A Meeting of the **Parish Council** will be held at **the Bramwell Institute,**
Taddington, on **Tuesday 10 March 2020** at 4.00pm.

L. Bramwell, Clerk

AGENDA

Apologies for absence

1. Approval of the Minutes of the meeting held on 28 January 2020
2. The Chairman to report any urgent item to be added to the agenda
3. Declaration of Interests (Note 1)
4. Village Voice (Note 2)
5. Communications not reported elsewhere on the agenda
6. Planning and National Park matters: incl Sycamore Farm planning application
7. Natural Environment:
 - Claims to DCC for footpath maintenance
 - Approving arrangements for garden and ground maintenance
 - Rights of Way Claim, Priestcliffe.
8. Property, incl. War Memorial
9. Litter and dog fouling: from the last meeting
10. Reports if any from the Institute Committee, Parochial Church Council and the School Governors.
11. Progress with the website.
12. Budget update
13. Review of level of reserves: from the last meeting
14. Review of banking arrangements: from the last meeting

15. Approval of invoices to be paid and cheque signing
16. Any other item added to the agenda under 2 above

Part 2: Confidential items if any

(the Council will be recommended to exclude the press and public from consideration of this item as it involves an employee)

17. Staffing matters

NOTES

1. Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item). Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item 6 (Village Voice);
2. Members of the public may attend and ask questions or make statements on matters of concern, whether or not they are on the agenda.

Issues outstanding

Equal opportunities policy
Village audit
Standing Orders
Financial Regulations
Website policies

TADDINGTON AND PRIESTCLIFFE PARISH COUNCIL

CONFIDENTIAL

STAFFING ISSUES - 10 March 2020

(The Council will be asked to resolve that the press and public be excluded from the meeting for the discussion of this item because it concerns an individual)

The Clerk's Contract of Employment requires an annual appraisal to be undertaken. This should be undertaken by a Committee of Members with the power to make any necessary decisions on behalf of the Council. The appraisal is overdue.

The Clerk has indicated that there are issues she would like to raise with the Council.

The Council needs to ensure that the necessary staffing procedures are in place to ensure that both the interests of the Council and the welfare of staff are in place.

RECOMMENDATION

- 1. That an HR Committee of three Members be appointed with the following terms of reference:**
 - a. To undertake the annual appraisal of the Clerk and any other staff that may be employed by the Parish Council and to agree any performance issues and work programme and appropriate targets for the ensuing year;**
 - b. To meet the Clerk at any time to discuss and settle issues arising from her employment;**
 - c. To recommend the Council as to its employment procedures.**
- 2. That the Chairman and other two Members be appointed**
- 3. That date(s) for Meeting(s) be agreed.**

P. Brady