

Killamarsh Parish Council

Killamarsh Sports Centre
Killamarsh Community Campus
Stanley Street
Killamarsh, S21 1EL

Tel: 0114 247 2260

Email: parish.office@Killamarsh-pc.gov.uk

Website: www.killamarsh-pc.gov.uk



Locum Parish Clerk: Ms Safia Kauser

Email: parish.clerk@killamarsh-pc.gov.uk

Date Issued: 21 April 2021

NOTICE OF AN EXTRAORDINARY MEETING

In accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meeting Regulations 2020); this meeting will be held using a remote conference facility.

To All Members of the Personnel Committee

Notice is hereby given that an Extraordinary meeting of the Personnel Committee will be held virtually via Zoom Video Conference on Tuesday 27th April 2021 at 5.00pm

Carol Lacey

Councillor Carol Lacey

Chairman of the Personnel Committee

Virtual Meeting Joining Instructions

1) Click on the direct meeting invitation:

2) Enter the Meeting ID: 837 0907 2826 and then enter the Password: 010055

<https://us02web.zoom.us/j/83709072826?pwd=d0ZpVGd0ZWFnYU1xUVVQTExnNStVdz09>

3) Alternatively you can dial: 0203 481 5237 or 0203 051 2874 or 0203 901 7895 or 0131 460 1196 and then enter Meeting ID: 837 0907 2826 followed by Password: 010055 (local call rate charges may apply)

Personnel Committee Membership

Cllr Carol Lacey (Chair)

X1 vacancy

X1 vacancy

Cllr Nick Challenger

Cllr Eva Thompson

Recording of Council Meetings

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

Public Participation

- Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting
- Any member of the public shall not speak for more than three minutes.
- A question asked by a Member of the Public during Public Participation shall not require a response or debate during the meeting though the Chairman may direct that a written response will be provided subsequent to the meeting.

PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

AGENDA

1.	Chairman's Opening Remarks To receive the Chairman's opening remarks. The Chairman will notify those present about the holding of virtual meetings.
2.	Apologies for Absence To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.
3.	Declarations of Disclosable Pecuniary and Other Interests 3.1 To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117. Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place. 3.2 To receive, consider and record councillors requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.
4.	Adjournment for Public Participation To adjourn the meeting for 15 minutes to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.
5.	Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960 To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.
6.	Minutes To approve the draft minutes of the Extraordinary Personnel committee meeting held on the 02 March 2021 (minutes previously circulated).
7.	Parish Clerk and RFO Recruitment To receive an update on the Parish Clerk and RFO recruitment and to resolve any further actions. <ul style="list-style-type: none">• RFO Vacancy was re-advertised from 10 March, closing date 16th April 2021.• Parish Clerk interviews took place on 24th March. Job re-advertised 30th March, closing date 3rd May.
8.	Deputy Parish Clerk Position To receive an update on the Deputy Parish Clerk recruitment and to resolve any further actions. <ul style="list-style-type: none">• Deputy Clerk interviews took place on 18th March. Job re-advertised on 30th March, closing date 3rd May.
9.	Handyperson To receive a copy of the appraisal document and to consider a revised job description in consultation with the post-holder. The appraisal took place on Tuesday 23 rd March 2021.

10.	Sports Centre Transfer (TUPE) To receive an update on TUPE relating to the Sports Centre staff and cleaners and to resolve any further actions. Cllr Clough to report on this item.
11.	Any items for discussion for a future agenda To notify the Clerk of any matters for inclusion on the agenda of the next meeting.
12.	Date of the Next Committee Meeting To agree a date for the next ordinary meeting of the Personnel committee to be convened.