



To: **All Members of Killamarsh Parish Council Health, Safety and Wellbeing Committee**

You are Hereby Summoned to attend a meeting of the Parish Council to be held on MONDAY 9th October 2023 at 7:00 PM KILLAMARSH COMMUNITY HUB.

Yours sincerely

Mrs Gail Blank
Clerk & Responsible Finance Officer to the Parish Council

AGENDA

1 Chair's Announcements

- To receive the Chairs opening announcement

2 Election of a Vice Chair

- To elect the Vice Chair

3 Apologies for Absence

- To receive and approve the apologies for absence given to the Clerk prior to the meeting.

4 Declaration of Disclosable Pecuniary & Other Interests

a. 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.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be put in writing to the Clerk prior to the meeting.

5 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public 3 minutes each to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

6 Exclusion of the Press and Public - Public Bodies (Admissions 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.

7 Minutes from the previous meeting

- a. To approve the draft minutes of the Health, Safety and Wellbeing Committee held on the 20th March 2023.
- b. To receive an update on any ongoing issues not covered as an agenda item.

8 Staffing

- a. To consider and make a decision on the handyman's request to reduce his hours.
- b. To consider and approve the appointment of a Bar Manager as recommended by the Events and Communications Committee.
- c. To approve the job description and remuneration of the Bar Manager.
- d. To appoint the recruitment panel for the Bar Manager.
- e. To consider the future appointment of a Caretaker for the Hub and Parish Suite when bookings dictate this is required.
- f. To consider and make a decision on the Clerks request to take on additional employment with DALC.

9 Health & Safety

- To consider and approve whether to renew the Health & Safety support.

10 Training

- To consider and approve (if applicable) the Clerks attendance at the 2024 Practitioners Conference.

11 Budget

- To consider and approve the Committees budget requirements for 2024/25

12 Items for discussion for a future agenda

13 Date of the Next Council Meeting

To be advised following recruitment.

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 will give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, the Council, members of the public and press may film, record or photograph a formal Council meeting when the meeting is in public session. 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 members of the public shall not speak for more than three minutes unless permitted by the Chair. A question asked by a member of the public during public participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

CORONAVIRUS

Killamarsh Parish Council will continue to monitor Covid-19 and act accordingly. Attendees are encouraged to register their attendance on arrival and to use the hand sanitiser provided. Members of the public who are unable to attend can email their questions to the Parish office (parish.office@killamarsh-pc.gov.uk) in advance of the meeting which will be read out under the public participation session.