CLAYTON PARISH COUNCIL- STAFFING COMMITTEE

MEETING HELD AT CLAYTON LIBRARY – 3rd April 2018 AT 7.45pm

Minutes

2018/096 **PRESENT**
Councillors; Pitts (Chair), Andrew & Vasey

2018/097 **IN ATTENDANCE**
Helen Rankin, Asst Clerk

2018/098 **APOLOGIES FOR ABSENCE**
Cllr Smith, Claire Hepton (Clerk)

2108/099 **DISCLOSURES OF INTEREST**
None recorded

2018/100 **ADMISSION OF THE PUBLIC**
None of the tabled items to be discussed were required to be held in closed sessions.

2018/101 **PREVIOUS MINUTES AND MATTERS ARISING**
Minutes from 29th January were accepted as a correct record of the meeting.
Proposed: Cllr Pitts **Seconded:** Cllr Andrew

2108/102 **PUBLIC CONSULTATION AND QUESTION TIME**
No questions/comments were received from the members of the public on any matter which was tabled for discussion on the Agenda.

2017/103 **PROPOSED CHANGES TO LIBRARY HOURS/ASST CLERK**
The Staffing Committee considered the consultation that is taking place regarding the possible changes to the library opening hours. These changes would impact the working week of the assistant clerk. The date of collection of the surveys was set as 3rd April,2018. Early results indicate a majority in agreement to the changes. The assistant Clerk was asked to talk about the opinions of Clayton History group, who meet at the library every second Tuesday morning. Following conversations with the history group representative, it appears there are no objections to the changes. Agreements were made in consultation with the assistant clerk that necessary changes will be approved to the assistant clerk's contract.
Proposed: Cllr Vasey **Seconded:** Cllr Andrew
Resolved: that changes to the working week of the assistant clerk were approved.

2018/104 **DATE OF NEXT MEETING**
The next meeting will be called by the Parish Clerk, when needed at Clayton library.

There being no further business the meeting closed at 8.07pm