N.B. All Minutes are deemed as draft until formally approved and signed.

MINUTES OF THE MEETING OF THE STAFF PANEL HELD IN ARDEN HALL, CASTLE BROMWICH, ON WEDNESDAY 18TH JANUARY 2012 AT 4.00 PM

Those present:

Chairman: Cllr Mrs. Haywood

Councillors: Cllr E Knibb Cllr J Riordan

Officer: Mrs. C Tibbles

Public: None

ACTION

1. Apologies.

None received.

2. Declarations of personal or other interests.

None declared by members. The Clerk declared that she was a member of the Pension Scheme and would be willing to withdraw from this or future meetings during discussion if requested.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Knibb, **SECONDED** by the Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Thursday 16th November, 2011 having been circulated, be signed as a true and correct record of the Meeting.

4. Appointment and Recruitment Policy.

Members commended the circulated document from the SLCC which they felt was comprehensive and thorough. Following consideration, **ON THE PROPOSITION** of Cllr Knibb, **SECONDED** by Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk, in consultation with the Hall Manager, amend or supplement the relevant sections to reflect the forms used by the Parish Council and then submit it for adoption. It would also be prudent to compare/review the Staff Handbook and responsibilities undertaken by line managers.

CT/TK March 12

5. Reform of Public Sector Pensions.

Members discussed again the topic of pension reforms but in the absence of specific information for this Council, members awaited further information with interest.

6. Staff Matters.

Under confidential terms, members were informed of current staff issues and noted the cumulative effect of absences that were being covered for nearly three months, the many priority issues that had to be planned for and the potential vacancies that could arise shortly.

CT on-going