

Minutes of Cherry Willingham Parish Council's Employment Committee,
Held Virtually on Monday 9th November 2020, at 10am.

Present: Cllr Palmer (Chairman) Cllr Bucke, Cllr Mellor and, Cllr Brylewski, Gill Shaw (Parish Clerk)

No Members of the Public were in Attendance

1. **Apologies for Absence**

None received. Cllr Fleetwood and Cllr Scott were absent

2. **Councillors declarations of interest, gifts and hospitality**

None

3. **Minutes of the Finance and General Purposes Meeting, held on 2nd September 202**

The minutes from the last meeting were approved as a true record with the addition of a footnote which states that as Cllr Fleetwood did not reply to his invite to the Parish Clerks interview, the Vice Chair was asked to sit on the panel in his place

Proposed: Cllr Mellor. Seconded Cllr Burke. All in Favour

4. **To update the current position on the draft Health and Safety Policy**

Proposed that this was accepted and will be taken to Full Council for adoption.

Proposed: Cllr Mellor Seconded Cllr Burke. All in Favour

5. **To consider whether to adopt the following policies and if so, agree amendments**

- a. Managing stress in the workplace
- b. Capability procedure
- c. Data protection policy and procedure
- d. Sickness absence policy
- e. Recruitment and selection
- f. Equal opportunities policy statement and procedure
- g. Protocol on councillor/officer relationships

Cllr Palmer expressed concern that all documents refer to 'reporting to the Clerk' but no provision is made if the Clerk herself wanted to make a report. Suggested that the Clerk could report to the Chairman of the Parish Council or the Chairman of the Employment Committee. Agreed that Committee members should have more time to read the documents and any other comments should be sent to the Clerk

6. **TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) AT 190 DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IN RELATION TO THE FOLLOWING MATTERS**

It was Unanimously agreed to move in to Closed Session

Please see the Pink Notes for further details