

KIRKBURTON PARISH COUNCIL

STAFF & GRIEVANCE COMMITTEE

MINUTES OF THE MEETING ON THURSDAY, 2nd JULY 2009 AT 8.30 pm AT BURTON VILLAGE HALL

Present: Cllr R Barraclough in the Chair

Cllrs R Burton, , J Hirst, L Holroyd, E Hutchinson and A Munro.

In attendance: Mrs A Royle

Apologies were received from G Hickey and J Taylor.

**SG5 Apologies and
Declarations of
Interest**

No declarations of interest were made.

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that because of the confidential nature of the business to be transacted, the press and public leave the meeting.

The Clerk reported on the outcome of the Honley Show and that the agreed additional contracted hours for the Show were insufficient, particularly as there were also other high priority tasks required in June.

SG6 Honley Show

Resolved: That the Clerk would be reimbursed, but at her suggestion, the decision as to the exact details was deferred until after the Emley Show, when the total hours used for both shows would be known.

Members discussed the details of the forthcoming Emley Show.

SG7 Emley Show

Resolved: To agree up to eight hours additional contracted hours for preparation work as well as the attendance hours required on the day.

Cllr Hutchinson and Cllr Munro reported back information with regard to Freedom of Information and Data Protection legislation from the training session they had both attended. The Clerk distributed written legal advice from the YLCA on the same subject.

SG8 Communication

Resolved: That the Committee would produce a quarterly report to Council in future, which will include a paragraph at the end explaining the legal procedures.

Resolved: That a detailed 'Information Only' briefing will be issued from the points covered in this meeting, which will be agreed in advance by members prior to circulation.

The Clerk reported that she had taken advice from the Internal Auditor with regard to cheque schedules and hoped to have further information at the next meeting.

The problems regarding the CCTV box and the lack of ventilation were discussed.

SG9 Office

Resolved: To write to the KHCA asking for the box to be removed and an extract fan to be installed as agreed as soon as possible.

The meeting then closed.