

## **DRAYTON PARISH COUNCIL**

Minutes of the meeting of the Governance & Staffing Committee held on Wednesday 18 September 2019 at 7pm in The Pavilion, King George Fifth Playing Field Drayton High Rd, Drayton

### **PRESENT**

Mr G Everett – Chairman  
Mr A Crotch Mr K Morgan Mr N Quinsey  
Mr J Hall – Parish Clerk

### **IN ATTENDANCE**

None

#### **86. Apologies for absence**

1. Cllrs Smith, Wilkinson and Wilson – apologies received and accepted.

#### **87. Declarations of interest**

2. Nothing further was declared beyond those interests already included on the register of member's interests.

#### **88. Public Participation**

3. None.

**89. (4) RESOLVED** to exclude the press and public under the Public Bodies (Admissions to Meetings) Act 1960 during discussion of agenda items 5 to 7 because of the confidential nature of the business to be discussed.

**Meeting closed to Press and Public 7.03pm**

### **Confidential Items**

#### **90. Sickness and holiday data update**

5. The data for sickness and holiday had been circulated prior to the meeting and was noted.

#### **91. Probationary Period**

6. The successful completion of the probationary period for a member of staff was noted and confirmed as substantive employment onto the staffing roll.

**92. Recommendation from Internal Auditor's report regarding Clerk's working hours.**

7. The committee fully acknowledged the recommendation from the report and will work with the Clerk to resolve the issue. The hours required within the parish office will form part of a strategic plan which is being undertaken.

**Meeting closed 8.29pm**