



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 12<sup>th</sup> January 2021

To all members of the Council Staffing Committee: Councillors: Richard Wood (Chair of Council), John Glover (Vice Chair of Council), Alan Baines (Chair of Committee), David Pafford, Nick Holder (Vice Chair of Committee) and Robert Shea-Simonds

Dear Staffing Committee members

You are invited to attend the Planning Committee Meeting which will be held on **Monday 18 January 2021 at 7.30pm (following the Planning Committee)** to consider the agenda below.

**PLEASE NOTE THAT THIS IS A REMOTE VIRTUAL MEETING. TO ACCESS THE MEETING PLEASE FOLLOW THE ZOOM LINK BELOW. THE MEETING WILL ALSO BE STREAMED LIVE ON YOUTUBE, THE LINK WILL BE POSTED ON THE PARISH COUNCIL WEBSITE AND SOCIAL MEDIA CHANNELS WHEN IT GOES LIVE SHORTLY BEFORE 7PM.**

Click link here

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

Or go to [www.zoom.us](http://www.zoom.us) or Phone 0131 4601196 and enter:

**Meeting ID: 279 181 5985 Passcode: 070920**

Instructions on how to access zoom are on the parish council website

[www.melkshamwithout.co.uk](http://www.melkshamwithout.co.uk)

If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely,

A handwritten signature in black ink that reads 'T. Strange'.

Teresa Strange  
Clerk

**Copy to: All councillors**

# AGENDA

1. **Welcome, Announcements & Housekeeping**
2. **To receive Apologies and approval of reasons given**
3. **Declarations of Interest**
  - a) **To receive Declarations of Interest**
  - b) **To consider for approval any Dispensation Requests received by the Clerk and not previously considered.**
4. **To consider holding items in Closed Session (7a & 8b) due to confidential nature**

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
5. **Public Participation**
6. **To note last Staffing Committee minutes (16<sup>th</sup> March 20) for background information**
7. **To note latest Covid status for Wiltshire (Tier 5 lockdown and current cases in Wiltshire)**
8.
  - a) **To review operational duties of staff due to current Tier 5 restrictions**
  - b) **To review Min. 489/19a regarding sick pay due to self isolation or shielding and to consider payment terms if time period extends over 6 month rule in NJC guidance**
  - c) **To consider holiday entitlement carry over and pay implications due to Covid restrictions**
  - d) **To consider how to undertake quarterly play area inspections**
  - e) **To consider how to undertake routine repairs and maintenance tasks**
9. **Staff Pay**
  - a) **To consider current situation with negotiations on NJC (National Joint Council for Local Government Services) new pay scales for 2021-2022 to be implemented from 1st April 2021 and note what Budget provision made.**
  - b) **To review Scale Points for Staff**
10. **Volunteers**
  - a) **To consider if considered “essential” under Tier 5 lockdown restrictions for notices to be sent to volunteers for noticeboards**
11. **To note request for officer support by Melksham Community Support, and delegated decision made by appointed councillors.**