



**MEMBERS OF ODIHAM PARISH COUNCIL STAFFING COMMITTEE  
ARE SUMMONED TO ATTEND THE STAFFING COMMITTEE MEETING WHICH WILL  
BE HELD IN THE LIBRARY ROOM, THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB  
ON 6<sup>th</sup> APRIL 2022 COMMENCING AT 3pm**

31<sup>st</sup> March 2022

*Andrea Mann, Parish Clerk*

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- SC21/21 To receive apologies for absence**
- SC22/21 To receive declarations of interests and requests for dispensation relating to any item on the agenda.**
- SC23/21 Chairs Announcements**
- SC24/21 Approval of Minutes**  
To APPROVE the minutes of the extraordinary Staffing Committee meeting held on 10<sup>th</sup> October 2021 (SC09-20/21).
- SC25/21 Staffing Committee Annual Schedule (page 3)**  
To review the Staffing Committee Annual Schedule updated at the previous meeting, note completed actions and matters for discussion at the meeting.
- SC26/21 Date of the next meeting**  
Scheduled 05.10.22.
- SC27/21 To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press to consider confidential staff related matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1.**
- SC28/21 General Update**  
To receive a verbal update report from the Clerk.
- SC29/21 Staffing Budgets (page 4-5)**  
To review the 2021/22 end of year budget position and changes affecting the agreed 2022/23 budget.
- SC30/21 Salary Increment (page 5)**  
To consider the Clerk's report proposing an incremental increase for the Deputy Clerk.



**SC31/21**

**Bonus for Bank Holiday working (page 5)**

To consider the Clerk's recommendation that all staff receive the same one off payment for working the June bank holiday weekend funded from the event budget.

**SC32/21**

**Policy for Out of Hours Emergency Call Out (page 5)**

To consider an out of hours emergency call out policy.

**SC33/21**

**Training (page 6-10)**

To review the Clerk's report, draft training schedule and consider proposed training.

