

LONDON COLNEY PARISH COUNCIL
MINUTES OF THE HUMAN RESOURCES COMMITTEE HELD IN THE PARISH COUNCIL OFFICE AT
THE COMMUNITY CENTRE, CALEDON ROAD ON
TUESDAY 28 FEBRUARY 2017, COMMENCING AT 6.30pm.

Minute number	Detail	Action
	PRESENT: Cllrs K Gardner; H Pakenham; A Osborne; M MacMillan IN ATTENDANCE: Nil	
1	DECLARATION OF INTEREST There were no declarations of interest	
2	APOLOGIES No apologies received.	
3	EXCLUSION OF PUBLIC Resolved; That the public now be excluded because of the confidential nature of the business being transacted.	
4	STAFFING MATTERS a) Kitchen. The Sous Chef had been appointed for a fixed period of time until 31 March 2017. It was agreed that he had proved to be an asset to the Council and it was proposed by Councillor Gardener and seconded by Councillor MacMillan that his period of temporary service be extended for a further 3 months, until 30 June 2017, on the same terms and conditions, subject to the Finance Committee agreeing that funding is available. It was further agreed to see if he would be prepared to act as Chef on occasions. b) Parish Clerk. The Clerk is absent due to long term sickness and a Locum Clerk has been appointed, initially for one month. It was agreed to extend the period of appointment for a further month i.e. until 7 April 2017 and to review the position before that date, once more is known about the Clerk's illness.	

	<p>c) Appraisals. The Locum Clerk has completed the appraisal of the Bar Manager and will find out when appraisals were conducted with other members of the office staff and, if necessary, undertake them.</p>	
5	<p>Date of next meeting</p> <p>The next meeting will be held in the Parish Council office on Monday 20 March 2017, commencing at 6.30pm.</p>	
6	<p>Close</p> <p>The chairman closed the meeting at 7.20pm.</p>	