



The Steypning Centre, Fletchers Croft, Steypning
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Date published 22nd January 2021

TO ALL MEMBERS OF STEYNING PARISH COUNCIL PERSONNEL COMMITTEE

Cllrs Norcross, Lloyd. Northam, Hanson, Alexander, Trundle and Young

**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING TO BE HELD ON WEDNESDAY 27th JANUARY 2021 AT 3PM
VIA THE ZOOM VIDEO CONFERENCING PLATFORM**

**This meeting is convened under the Local Authorities and Police and Crime Panels (Coronavirus)
(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING BY SUBMITTING A REQUEST FOR THE LOGIN DETAILS BEFORE THE DATE OF THE MEETING TO THE CLERK

It is appreciated if members of the public log on respectfully with their given name. Any Avatar, name or descriptive label that is deemed by the Clerk/ Councillors to be inappropriate will not be given access to the meeting. Due to time constraints, there will be no public questions at this meeting

GDPR Notice - Please note that the Council is, and members of the public and individual councillors could be, making audio or video recordings of this meeting. The Council's recordings will be uploaded to a cloud-based website of record and will be available indefinitely to the general public. By participating at the meeting, including by merely logging-in to it, you consent to this. If you do not consent to these terms you should please not log-in to the meeting.

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence.
- 2.0 DECLARATIONS OF INTEREST.** – Disclosure by Councillors of their personal interests in regards matters on the agenda, and whether the councillor regard their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes (2 minutes per person) will be available for the public to make representations or ask questions via Zoom or (preferably) to answer questions which have been submitted in writing to the Clerk by noon on Wednesday 25th January 2021. You will be asked to turn on your video camera if participating.*
- 4.0 MINUTES OF PREVIOUS MEETING** – To approve as a true and fair record, and the chair to sign the minutes of the Personnel committee meeting held on the 25th January '21. *(supporting papers)*
- 5.0 CONFIDENTIAL SESSION**
To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under item 6 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain.
- 6.0 STAFFING MATTERS** – *(supporting papers)*
 - 6.1** To discuss the invoice from James Corrigan and agree any recommendations to F&GP
 - 6.2** To discuss and agree the proposed Meetings schedule and make recommendation to Full Council
 - 6.3** Agree any actions to recommend to Full Council following James Corrigan's reports.



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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6.4 Motion from Cllr Campbell - The Personnel Committee is directed to urgently discuss and report back to Full Council with recommendations concerning options for reducing its staffing costs by reason of the projected revenue from the Steyning Centre being down by approximately £45,000 from £63,000 for 2020/2021 and by an unknowable amount for 2021/2022, to include the option of furloughing staff and voluntarily topping up the 80% furlough pay to take it to up to 100% of anticipated pay, the latter as recommended by the Local Government Association

7.0 DATE OF NEXT FULL COUNCIL MEETING: 15th FEBRUARY 2021 at 7.30pm

John Fullbrook
Clerk to the Council