

03/22

Notes of the Skellingthorpe Parish Council Human Resources meeting held on Monday 5th September 2022 at 9.00am. Present: Cllrs Shaw (Chair) C Coyle-Fox (Vice), J. Thorn, J Crockatt Cllr R Thorn.

Clerks: L Skinner M Rouston

Chair welcomed all to the meeting

1. **Apologies for Absence. To receive apologies where reasons for absence had been given to the clerk prior to the meeting: None**

2. **To receive any declarations under the Localism Act 2011 - None**

3. **To approve the previous notes of the HR meeting of the 21st April 2022.**

Cllrs Coyle Fox and Cllr Shaw proposed and seconded that the notes were a true record of the meeting with All in favour. Cllr Shaw wished that in future meetings, there to be a "Minutes Arising" placed on future agendas after notes to be passed.

Cllr Coyle-Fox wished to speak about an article in the minutes regarding CCTV and monitoring to be brought back in-house to be monitored by RFO and Groundsman who had previously been trained and certified to us the CCTV. There followed a discussion on the certificates which appear to have run out, although the Parish Office had not been notified Lynda advised that currently there is certification by ICO which covers the Parish Office. Cllr Coyle-fox feels that the current contract needs to be terminated and a new contractor appointed, preferably from the local area. Further training to be given to RFO and Groundsman.

Discussions took place on CCTV in general. There should be no CCTV coverage to be looked at on private phones it needs to be done legally, also should not impinge on any residents own property. It was agreed that Cllr Coyle-Fox and the RFO would investigate the matter to get further information with quotes from the local area. It was agreed that it would be better to tender for the work, whereupon the Parish Council can write their own contract. They also will look at Lincolnshire County Council on the Commission Process.

4. **Review Council Policies**

Onward work

This is still ongoing. There was a discussion on printing out policies, and reviewing policies, discussions on reviewing these on a one-to-one basis one a month.

5. **Staffing Matters**

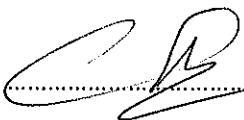
Email to Skellingthorpe Parish Council.gov.uk

Cllr Shaw needs this to be implemented and has set a date of the 21/9/2022. RFO to implement this, and personal emails should not be used after that date.

6. **To resolve to go into Closed Session in accordance with the Local Government Act: to deal with further staffing issues**

Proposed and seconded to go into Closed Session. All in favour.

Signed



(Chair)

Date

31 Oct 2022