

**MINUTES AND REPORT OF THE EXTRAORDINARY STAFFING COMMITTEE
HELD ON THE 15 JUNE 2017**

* Councillor Walden – Chairman
* Councillor A Bott – Vice Chairman
0 Councillor Poulter
0 Councillor Williams
* Councillor Gray
* Councillor Reynolds (*ex officio*)

* Present # Absent & No Apology Received 0 Apology for Absence L Late

65. MINUTES

The Minutes of the Meeting held on 3 May 2017 were signed by the Chairman as a correct record.

66. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above. Councillor Cosser was accepted as substitute for Councillor Poulter.

67. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

68. STAFF ABSENCES

Members considered a summary report of staff absences in accordance with Standing Order 146 and noted no cause for concern.

69. RESOURCES WORKING GROUP – TIMELINES

Members received an update from the Vice Chairman on the timeline and procedures relating to the outcomes of the Resources Working Group report. Members noted the key dates, agreeing that whilst every effort should be made to meet these dates, the priority is a qualitative outcome.

70. HR SUPPORT

Members received a report from the Acting Town Clerk relating to the provision of HR Services to Godalming Town Council. Members considered the report, which had anonymised the candidate companies, and agreed to appoint Company B (subsequently identified as HR Services Partnership) as HR service providers for Godalming Town Council. Engagement to be on a retained basis for an initial period of 12 months.

71. PROFESSIONAL SUBSCRIPTIONS

Members agreed to recommend to the Policy & Management Committee the payment of the professional subscription of £350 in order for the RFO to maintain professional qualification status. Members noted that in order to maintain professional qualification status the RFO is

also required to complete 20 hours of Continuing Professional Development per annum, which for 2017/18 is attained by completing the Community Governance module.

72. DATE OF NEXT MEETING

The next meeting of the Staffing Committee is scheduled to be held in the Council Chamber on Thursday, 27 July 2017 at 7.30 pm, or at the conclusion of the preceding Audit Committee, whichever is later.

73. ANNOUNCEMENTS

There were no announcements.