

**MINUTES OF THE MEETING OF THE STAFF  
PANEL HELD IN ARDEN HALL,  
CASTLE BROMWICH, ON WEDNESDAY  
2ND JULY 2014 AT 6.00 PM**

**Those present:**

- Chairman:** Cllr J Riordan
- Councillors:** Cllr Mrs. Allen                      Cllr E Knibb
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
- Public:** None

**1. Apologies for absence.**

None.

**2. Declarations of pecuniary or conflict of interests.**

None declared.

**3. Dispensations.**

None requested.

**4. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 11<sup>th</sup> June, 2014, having been circulated, be signed as a true and correct record of the Meeting.

**5. Questions from the Public.**

Under Standing Order 70, the Chairman prepared to adjourn standing orders to invite questions from members of the public but there were none in attendance.

**6. Staff Issues.**

**ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that under Section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 of Schedule 12A of the said Act, that the public be temporarily excluded and be instructed to withdraw. Members received an update on current vacancies which were being prepared for advertising and noted that an avenue for temporary support had not been successful. The Clerk was asked to seek confirmation on how many hours were being advertised for and check existing budgetary provision was adequate. Another staff matter was not concluded so further details could not be disclosed. Members noted the supplement the Clerk planned to add to the Chairman's letter to staff which would clarify reporting lines. A bulletin was tabled for information about flexible working rights.

Clerk  
5/7

**7. Future Staff Planning.**

Members would review details at the October meeting, checking carefully that staffing levels were sufficient.

**8. Pension Scheme.**

Members noted an update received on Early Retirement Strain Costs and looked forward to the September briefing session by Walc that they had registered to attend. The Clerk was unable to attend a mid-year review meeting by WMP Fund but had asked for handouts.