

**Shavington-cum-Gresty Council**  
**Parish Council meeting**  
Main Road,  
Shavington, Crewe  
CW2 5DP



**MINUTES of the meeting held on**  
**Wednesday 21<sup>st</sup> July 2021**

In attendance: Cllr B Gibbs, Buchanan, McIntyre

<b>ScG St/21/1/1</b>	<b><i>To receive apologies for absence</i></b>
	Apologies were received and accepted from Cllr Jones
<b>ScG St/21/1/2</b>	<b><i>To elect the Chair and Deputy Chair</i></b>
	Cllr Buchanan and Cllr McIntyre were elected Chair and Deputy Chair respectively
<b>ScG St/21/1/3</b>	<b><i>To note declarations of Members' interests</i></b>
	No declaration was made
<b>ScG St/21/1/4</b>	<b><i>Public Participation</i></b> <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	No comment was made
<b>ScG St/21/1/5</b>	<b><i>To consider a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of item 6 on the grounds that the matters contain sensitive information and by reason of confidential nature of the business being transacted.</i></b>
	<b><i>RESOLVED:</i></b> under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, members of the public and representatives of the press are excluded from the meeting during the consideration of item 6 on the grounds that the matters contain sensitive information and by reason of confidential nature of the business being transacted.
<b>ScG St/21/1/6</b>	<b><i>To receive an update with regard to the Communication Manager selection process and to consider appointing the successful candidate</i></b>

	<p>Members <b>NOTED</b> the update.</p> <p><b>RESOLVED:</b> that the post is offered to the candidate recommended by the Interview Panel with the following:</p> <ul style="list-style-type: none"> <li>a. That the salary offered will be within the agreed salary range</li> <li>b. Flexible work schedule (spend time in lieu every 4months)</li> <li>c. That an appraisal is done after 12 months to review performances and wages</li> <li>d. That the job title is changed as “Community Manager”</li> <li>e. That the Clerk is instructed to offer the post to the second choice recommended by the Interview panel if the first candidate declines the offer</li> </ul>
<b>ScG St/21/1/7</b>	<b><i>To consider and inform the budget setting process for 2022/23 financial year</i></b>
	<p>Members <b>NOTED</b> the report.</p> <p><b>RESOLVED:</b> that the DRAFT staffing budget 2022/23 is recommended to Full Council as described in the budget setting process, with the following amendments:</p> <ul style="list-style-type: none"> <li>a. Pension contribution to be reviewed later</li> <li>b. Staff training cost budget increased to £2,500</li> </ul> <p>That any new project (such 140, Main road) undertaken by the Council will trigger a resources assessment check, in order to gather information about staffing resources available (staff, time and £) and consider any support needed to deliver the project (whether internal or external). In the understanding that the budget might need to be reviewed accordingly.</p> <p>It was <b>NOTED</b> that Members would like to consider some incentive for employees</p>
<b>ScG St/21/1/8</b>	<b><i>To note the date of the next Staffing Committee Meeting – February, 16th 2022</i></b>
	Members <b>NOTED</b> the date of the next Staffing Committee Meeting

Meeting Closed at 2019 hrs

Chair: Buchanan

Clerk: S Garnero