

SAWSTON PARISH COUNCIL

MINUTES MEETING OF STAFF MANAGEMENT AND H & S COMMITTEE

21 August 2012

PRESENT: Chairman: E C Murray

Clerk: Mrs J F Keeler

Councillors:

Dr D R Bard

Miss S E Clarke

Mrs S A Hatton

Staff

Mrs G A Pack

Mr A R Poole

Mr R Hatfield

1 APOLOGIES FOR ABSENCE

Apologies were received from Councillor M J R Mallows, Mr M Roughead and Mr M Reynolds.

2 DECLARATION OF INTEREST FOR THIS MEETING

None were declared.

3 MINUTES OF THE MEETING

The minutes of the meeting held on 29 June 2012 were read, confirmed and signed.

It was **PROPOSED** by Councillor Miss S E Clarke and **SECONDED** by Councillor Dr D R Bard to **ACCEPT** these minutes.

VOTE: 4 FOR : (UNANIMOUS)

4 MATTERS ARISING – new information only

None

5 MANAGEMENT REPORT

It was **PROPOSED** by Councillor Dr D R Bard and **SECONDED** by Councillor Mrs S A Hatton to **ACCEPT** this report (see sheet attached to the signed minutes)

VOTE: 4 FOR : (UNANIMOUS)

6 REVIEW NEW WORKING PRACTICES

When asked by Councillor E C Murray if the new system was working Mr A R Poole explained it was, but they had been stretched at times because of the extreme weather conditions during the past few months. Mr A R Poole suggested offering Mr M Roughead extra days in the summer when needed but he believed he and Mr Hatfield could cope with the workload.

Councillor E C Murray explained he had visited all the recreation areas before the meeting and was very pleased with the way they all looked which proved the staff was able to cope with the workload.

Mr A R Poole and Mr R Hatfield both agreed they were happy with the way it was working, their only concern was holidays during busy periods, but they agreed they would only have time off when they felt it was appropriate.

It was ***PROPOSED*** to ***RECOMMEND*** to Full Council by Councillor E C Murray and ***SECONDED*** by Councillor Mrs S A Hatton the Parish Council keep the system as it is and review again at the end of next summer as this year has been exceptional weather wise.

VOTE: 4 FOR : (UNANIMOUS)

7 COMMENTS FROM STAFF AND COUNCILLORS

Mr A R Poole will compile a list of spare parts needed for machinery

Mr R Hatfield reported one of the Community Payback Team experienced an electric shock from the fence down Catleys walk when litter picking. Clerk to write to Mrs Molton highlighting this.

Mr R Hatfield was concerned when strimming the Cemetery, plastic pots were left close to the edge of the burial plots which could be damaged. It was explained that it was the relatives responsibility to make sure all pots were placed sensibly and safely on the grave.

Meeting closed 11.20pm