Great Chart with Singleton Parish Council

Minutes of the Staffing Committee meeting held on Thursday, 28th October 2021 at Singleton Village Hall starting at 7.00 pm

Present: Cllrs Wiffen, Alexander, Sullivan, and Y Barker
A Szocs (Clerk)

The meeting commenced at 19.00 pm

1. **Apologies for absence**
   Cllr McClintock

2. **Declarations of Interest**
   None

3. **Minutes of the Previous meeting**
   The minutes of the previous meeting held on 07 October 2021 were approved as a true record.

Proposed: Cllr Alexander	**Seconded:** Cllr Sullivan	**In Favour:** 4
Vote against: 0	**Vote Abstain:** 0	**Motion carried**

4. **Youth Worker**
   In trying to fully understand the Youth Worker role, the Staffing Committee recognises the wide range of skills needed for, and the complexity involved in recruiting for this particular position within the parish. We are keen to take further advice and following a prearranged Teams meeting with Kevin Jones, Head of Workforce and Professional Development at the National Youth Agency, who gave a short presentation and took questions from the committee, members have decided to engage, on a consultancy basis, Roy Smith, Operations Manager at Medway Council Youth Services, to help with drafting the job description and suggest appropriate interview questions. Date and time to be arranged.

   The committee discussed in some detail and agreed that the role should include offering support to Young Carers and help teenagers who are going through difficult time. The committee also had a long discussion about what the postholder working patterns should be and the qualification they will need to have. Precise details to be agreed once the meeting with Roy Smith is completed.

Proposed: Cllr Wiffen	**Seconded:** Cllr Sullivan	**In Favour:** 3
Vote against: 0	**Vote Abstain:** 0	**Motion carried**

5. Date and venue of next meeting
The date of the next meeting will be held on Thursday, 25th November starting at 7.00 pm at Singleton Village Hall.

The meeting closed at 20.35 pm

Signed by:_____ Date:_____