**MINUTES OF A MEETING OF THE STAFFING SUB-COMMITTEE**

**Held on Monday 16th April 2018 at 7:30pm at Normanton Town Hall**

Present: Councillor Mrs E Blezard

Councillor Mrs H W Jones

Councillor B Mayne

Councillor Mrs P Mayne – Vice-Chairman

Councillor Mrs C Moran, BEM – Chairman

Councillor A Wassell

**29. Welcome and Apologies for Absence.**

The Chairman welcomed everyone to the meeting. Members’ apologies for their inability to attend were recorded in the apology book.

**30.** **Members Declarations of Interest.**

Members were reminded of the requirement to make an appropriate declaration at the meeting on any item in which they had an interest.

There were no declarations made.

**31.** **Public Bodies (Admission to Meetings) Act 1960.**

RESOLVED that the remainder of the meeting be taken in private due to confidential staffing matters.

**32. Staff Sickness**

The Town Clerk reported on an incidence of long term sickness and asked members to consider the advice of the HR Advisors, ELAS.

RESOLVED that the staff member be referred to Occupational Health at a cost of £350.00.