

Ravenfield Parish Council

Ravenfield Parish Hall
Birchwood Drive
Ravenfield
Rotherham
S65 4PT

Email: clerk@ravenfieldparishcouncil.gov.uk
Telephone: 07462 468050

10 November 2025

Dear Members of the Staffing Committee

You are hereby summoned to attend a Staffing Committee meeting to be held in Ravenfield Parish Hall on **Thursday 13 November 2025** immediately after the Parish Council meeting for the purpose of transacting the following business.

Gemma Needes

Proper Officer of the Council

Circulation List:

Councillor Jones (Chairman), Councillor Rowley (Vice-Chair), Councillor Callear, Councillor Jay, Councillor Jupp, Councillor Lilley, Councillor Whitworth.

AGENDA

There will be a public session within the meeting. Questions from the public may be submitted by 5:00pm
Wednesday 12 November 2025 to clerk@ravenfieldparishcouncil.gov.uk

1 NON-ATTENDANCE OF COUNCILLORS

- (a) To receive and note apologies from Councillors who are unable to attend the meeting.
- (b) To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.

2 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

- (a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct
- (b) To receive and decide upon request for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.

3 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS - To identify any agenda items where resolutions may be moved to exclude the press and public, Under Public Bodies (Admission to Meetings) Act 1960, S1 (2)).

4 PUBLIC PARTICIPATION - maximum time allocation 15 minutes.

Members of the public are welcome to stay for the Council meeting after the public session, as observers, but will not be able to join in the discussion unless invited to do so by the Chairman.

6 SALARY REVIEW

- (a) To note the 2025-2026 NJC Pay Agreement reached by 1 August 2025, effective from 1 April 2025.

(b) To consider recommended increases of the Caretaker's staff rates.

7 **STAFF APPRAISAL**

(a) To receive copies of the staff appraisal and consider agreed action and training plan

8 **DISCUSSION OF ANY ITEM(S) FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED** - To discuss and take decisions about any agenda item(s) for which the press and public have been excluded

9 **CLOSURE OF THE MEETING**

¹ A Councillor is at risk of prosecution for committing criminal offences in s.34 of the 2011 Localism Act if they, without dispensation, participates or votes on a matter being considered in which they have a **disclosable pecuniary interest** (s.31(4) of the 2011Act). Or written notification of such DPI has not already been given to the Monitoring Officer and the member does not provide written notification of the interest to the Monitoring Officer with 28 days of the meeting (ss.31(2) and (3) of the 2011 Act. Or they knowingly or recklessly provide false or misleading information about the above (s.34 (2) of the 2011 Act).