

# HELLEDON PARISH COUNCIL

Minutes of the meeting of the Staffing Committee held on Thursday 19 March 2015 at 7.30pm in the Council Chamber, Diamond Jubilee Lodge, Helledon

## **PRESENT**

Mrs K Fish - Chairman

Mr A Adams

Mr D Britcher

Mr G Britton

Mrs S Hiestand

Mr J Youles

Mrs P Kirby - Parish Clerk

## **IN ATTENDANCE**

No other attendees

**Cllr Fish opened the meeting, welcomed those present and advised that she had received from the Chairman a complaint that needed to be dealt with as a matter of urgency and that this business would be dealt with at the start of consideration to matters of a confidential nature.**

### **1. Absence and Apologies for absence**

Cllr Gurney – apologies received and accepted

### **2. Declarations of Interest and Dispensations**

None declared.

### **3. Approval of the minutes of the meetings held 20 January & 20 February 2015**

The minutes, having previously been circulated, were approved by those members present at the held meeting and signed by the Chairman as a correct record.

### **4. Public Participation**

No attendees

### **5. General Matters**

5.1 – LCRS. This was noted.

5.2 – Exclusion of Press & Public.

**RESOLVED** that under the provisions of Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 to exclude the Press and the Public for the duration of items 5.2 (i) to (iv) in order to discuss matters where publicity would be prejudicial to the public interest by reason of the personal and confidential nature of the business to be transacted and that this business to be discussed after agenda item 7.

### **6. Exchange of Information**

Cllr Britcher as a member of HCC Lease Review Working Group referred to the aim of a smooth handover and of possibly a requirement of a greater level of first aid provision.

## 7. Date Time and Venue of next meeting

It was agreed any additional meeting would be set as need. The next ordinary would be set at the **First Meeting of the Council** in May in accordance with Standing Order 5kxi

### Confidential item

The Chairman stated that as agreed, agenda item 5.2 (i) to (iv) to be discussed as a confidential item.

**The meeting closed to the press and public at 7.50pm.**

## 7. Confidential items

The Clerk was asked to leave the meeting room and in this respect Cllr Adams was appointed as minute taker for this item.

The Chairman advised members of the received complaint and the matter was considered.

At a members request a recorded vote followed.

In favour - Cllr's Adams, Britton, Fish & Hiestand

Abstentions - Cllr's Britcher & Youles

**RESOLVED** to refer the matter to the Independent Investigator to conduct an investigation into the complaint.

The Clerk returned to the meeting room

5.2(i) – Claudius Consulting. Much discussion took place in respect of the content of the closed meeting held prior to this committee meeting. It was considered that the failings identified needed to be put right.

**RESOLVED** to pursue engagement of Claudius Consulting and to agree to such engagement at a cost not to exceed £4500.00. Should such cost be above this then to refer the matter to the full council.

5.2(ii) – Requests to carry forward annual leave entitlement.

**RESOLVED** subject to the carry forward amount being used before end May 2015.

5.2(iii) – Letter from employee. The clerk stated that advice is being sought. It was agreed to deal in line with that gained.

5.2(iv) Head Groundsman substantive position. The clerk advised the final review had now taken place and recommended acceptance of the role. A written report had been prepared.

**RESOLVED** to accept on a substantive basis and of the change in job title and subsequent council organisation structure.

The Chairman further advised members of a meeting she had attended with the Council Chairman and a deputy of the Vice-Chairman in respect of raised work concerns. The measures agreed in the response letter were accepted. It was then subsequently agreed to reduce reporting requirements in order to assist further and that these requirements are passed on

**The meeting closed at 8.50pm.**