

SANDBACH TOWN COUNCIL

Minutes of the Meeting of Sandbach Town Council's Personnel Committee held on 9 December 2021 at 7.00pm in Sandbach Town Hall.

PRESENT

Councillors: G Merry (Chair)
G Price Jones (Town Mayor)
R Hovey
S Corcoran
L Crane
S Crane
S Broad
A Nevitt
N Adams

1. EXCLUSION OF PUBLIC AND PRESS

Resolved: Items four to nine to be debated and voted upon with the exclusion of both public and press, under the Public Bodies Admissions to Meeting Act 1960.

2. APOLOGIES FOR ABSENCE

Cllr K Flavell

Absent without apologies: Cllrs R Hoffmann, P Eaton.

3. DECLARATIONS OF INTEREST

Cllr Corcoran confirmed for the meeting record that he is the leader of Cheshire East Council.

4. NOTES OF THE PREVIOUS MEETING

It was confirmed that recommendations of the notes presented were ratified and approved for actioning at Council meeting.

Resolved: That the notes of the informal Personnel Committee Meetings held 15 September and 18 November 2021 are approved as a true record of the meeting.

5. UPDATE ON THE TOWN CLERK

The Committee received an update report from the Lead Officer.

Resolved that:

- i. It is re-affirmed that the offer of early conciliation through ACAS be accepted.
- ii. The Lead officer be given the Committee's brief for the conciliation discussion.

6. UPDATE ON STAFF

A verbal update on temporary role allocation was received and Members discussed further staffing requirements for maintaining service delivery.

Resolved: the update is received and recruitment to proceed as specified:

- Locum Clerk – Temporary hold. Review in 4 weeks.
- Events Assistant – Advertise/Recruit New Year.
- Data Entry assistance, casual hours as needed.

7. OFFENSIVE COMMUNICATIONS

The Assistant Town Clerk left the room during discussion of this item.

Resolved that:

- i. An offer of mediation be made and a suitable mediator be appointed. Cllr N Adams, Cllr G Merry and P Cooper to represent the Council.
- ii. Subject to a discussion with the Monitoring Officer, the information on offensive communications received by staff and councillors be referred to Cheshire Police.

Recommended that:

- i. The issue of severing email communications and any further controls be considered at full Council when it considers the outcome of the recent Code of Conduct Hearing.

8. CORRESPONDENCE

There was none.

9. ITEMS FOR NEXT MEETING

Real living wage increase.

10. DATE, TIME AND PLACE OF NEXT MEETING

The next Personnel Meeting will take place on the 19th January 2022 at 7pm in Sandbach Town Hall.

The meeting closed at 8.50pm
G Merry, Chairman
KP/PC