

Minutes of an extra-ordinary meeting of the Policy & Resources Committee of Bingham Town Council
held in the Council Chamber at The Old Court House, Church Street, Bingham,
on Tuesday 29 October 2019 at 7.00pm

PRESENT:

Councillors: A Shelton, R Bird, T Wallace, M Stockwood, J Stockwood and F Purdue-Horan

No Officers present

Minutes taken by independent minute-taker

1. **APOLOGIES FOR ABSENCE**

No apologies received

2. **DECLARATIONS OF INTEREST**

No declarations of interest noted

3. **Confidential Business**

Public Bodies (admission to meetings) Act 1960:-

To resolve that "in view of the confidential nature of the business about to be transacted,
The Press and Public be excluded for the remainder of the meeting"

The following matter was discussed:

Staffing Matter

RECOMMEND: To inform performance discussions, from Monday 4th November 2019, the employee will record hourly each work task performed.

At the beginning of each week, the Mayor and/or Deputy Mayor/Chair of Policy and Resources will meet with the employee to discuss the previous week's performance and the tasks for the week ahead.

Each weekly record will be reported to the Mayor, Deputy Mayor and the Chair of Policy and Resources by 10.00am on Monday of the following week.

A summary of the records and discussions will be reported to each Policy and Resources Committee meeting along with the previously agreed training/overtime/holiday/sickness reports.

A recorded vote was requested:

Against: Councillor Bird & Councillor Wallace

For: Councillor Purdue-Horan, Mayor Stockwood, Councillor Stockwood, Councillor Shelton

RECOMMEND: The Committee instructs that an external agency deals with the issue of the employee's grievance including investigations/conducting meetings/hearings.

A recorded vote was requested:

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For: Councillor Bird, Councillor Wallace, Councillor Purdue-Horan, Mayor Stockwood, Councillor Stockwood and Councillor Shelton

RECOMMEND: The external agency is Castle Associates Ltd, of 28a Musters Road, West Bridgford, Nottingham, NG2 7PL. An upfront deposit of £500 payable to Castle Associates is authorised, subject to an invoice.

A recorded vote was requested:

Against: Councillor Bird & Councillor Wallace

For: Councillor Purdue-Horan, Mayor Stockwood, Councillor Stockwood and Councillor Shelton

RECOMMEND: Councillor Paul Moskwa is the Councillor who will liaise with the external agency on behalf of the Town Council for this issue.

A recorded vote was requested:

Against: Councillor Bird & Councillor Wallace

For: Councillor Purdue-Horan, Mayor Stockwood, Councillor Stockwood and Councillor Shelton

RECOMMEND: Councillor Paul Moskwa is also authorised to discuss a settlement agreement with the Employee.

Against: Councillor Bird & Councillor Wallace

For: Councillor Purdue-Horan, Mayor Stockwood, Councillor Stockwood and Councillor Shelton

Meeting closed 7.17pm

.....CHAIRMAN

Date: