

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman:
Cllr. Tom Harvey

Civic Mayor:
Cllr. Trish Thomas

Deputy Town Clerk:
C. Benbow



Council Offices
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Minutes of the Personnel Committee Meeting held in the Victoria Hall at 6.00pm on Thursday 5 March 2015

PRESENT: Cllr. Harvey (Chair)
Cllrs. Greenway, Thorne and Thomas
C Benbow – Deputy Town Clerk, L Besant, Finance Clerk

Present – 6 members of the public.

MINUTES

Minute Ref:	Agenda no.
PC14/25 Apologies for Absence	1
No apologies were received.	
PC14/26 Minutes of the Previous Meeting	2
The Chairman was approved to sign the Minutes of the Meeting of the Personnel Committee held on Monday 17 November 2014 as a true record.	
PC14/27 Declaration of Interests and Dispensations	3
No interests in matters to be discussed on the agenda were declared nor requests for dispensations made.	
PC14/28 Public Participation: Public Have Your Say	4
Members of the public agreed that their names may be included in the minutes	
Cllr. Shapland	Cllr. Shapland referred to the meeting document detailing the role of the Responsible Financial Officer, pointing out that the various duties were carried out over the whole year and many had already been done for this year.
Cllr. Brennand	Cllr. Brennand was pleased that the Finance Clerk was attending. She was concerned about how all aspects of the Town Clerk's role were to be covered in the interim. Cllr. Brennand wished to help as she was concerned that without the office functioning fully, the council can't function fully. Regarding restructuring, she told councillors to be aware that this is a very stressful process for all concerned.
W. Woods	Mr Woods recommended co-opting councillors on to the Personnel Committee so that all councillors could be involved.
PC14/29 Public Bodies (Admission to Meetings) Act 1960	5
<u>RESOLVED</u>	That Item 6 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

	These matters were confidential in nature as they related to contracts, finance and would refer to particular individual members of staff.
PC14/30 PART TWO	5.
<u>RESOLVED</u>	That the meeting move to Part Two.
PC14/31 Interim Financial Management Provision	6.
Members considered the role of Responsible Financial Officer within the Town Council following the resignation of the Town Clerk and to make interim provision for financial management.	
<u>The meeting was adjourned so members could receive a spoken report from Liz Besant, Finance Clerk</u>	
<u>RESOLVED</u>	That Cllr. Thorne would write a report detailing interim provision, to be presented at the next Full Council meeting on 9 March 2015.
PC14/32 Next Meeting	7
<u>MEMBERS NOTED</u>	The next Personnel Committee Meeting would be held on TBA Chambers, Victoria Hall, Main Street, Grange-over-Sands

The meeting closed at 8.20pm

Signed

Chair