

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:

Cllr. Peter Endsor

Vice-Chairman/Deputy Mayor:

Cllr. Martin Ingle

Town Clerk:

Mrs C. Benbow



Council Offices
Main Street
Grange-over-Sands
Cumbria
LA11 6DP

Tel: (015395) 32375
www.grangeoversandstowncouncil.gov.uk
email: council@grangeoversands.net

V.A.T. Reg.No: 164 8707 80

Minutes of the Staffing Committee

held in Chamber, on Tuesday 27 November 2018 at 7pm.

Present: Cllrs. Endsor, Ingle, Walmsley and Logan.

Mrs C. Benbow – Town Clerk

MINUTES

SC 18/23 Apologies for Absence

There were no apologies.

SC 18/24 Public Participation: Have Your Say

There were no members of the public present.

SC 18/25 Minutes of the Previous Meeting

The Chairman was authorised to sign the Minutes of the Meeting of the Staffing Committee held on 27 September 2018 as a true record.

SC 18/26 Declaration of Interests and Dispensations

There were no declarations of interests in matters to be discussed or requests for dispensations.

SC 18/27 Public Bodies (Admission to Meetings) Act 1960

Members considered if any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2. Although there were no public or press present, Members noted that item 6 was confidential as it related to individuals.

SC 18/28 Recruitment

Members noted progress on recruitment, that a new Finance Administrator has been appointed and pre-employment checks completed, to start 16 January 2019.

RESOLVED

That the contract of employment and terms and conditions for the new Finance Administrator were approved.

SC 18/29 Code of Conduct

Members noted an update on Code of Conduct complaint referred to the South Lakeland District Council Monitoring Officer as resolved September 2018 (SC 18/21 a) and that this matter is now with the District.

SC 18/30 Member/Officer Protocol

Members considered draft Member/Officer Protocol as resolved September 2018 (SC 18/21 b) for recommendation to Full Council.

RESOLVED

That it was recommended to Full Council that the draft Member/Officer Protocol as resolved September 2018 (SC 18/21 b) was approved.

SC 18/31 Appraisals

Members noted that the Town Clerk had completed staff appraisals and considered salaries for 2019/20 for recommendation to Full Council, noting that no changes to salary point awards had been made.

RESOLVED

That it was recommended to Full Council that the salaries for 2019/20 were approved.

SC 18/32 Town Clerk Appraisal

The Town Clerk's appraisal was completed.

SC 18/33 Next Meeting

RESOLVED

That the Committee would meet when next required.

The meeting closed 8.30pm

Signed Chairman Date