

# TOWN COUNCIL OF GRANGE-OVER-SANDS

**Chairman/Mayor:**

Cllr. Peter Endorsor

**Vice-Chairman/Deputy Mayor:**

Cllr. Martin Ingle

**Town Clerk:**

Mrs C. Benbow



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

## Minutes of the Staffing Committee

held in Room 4, Victoria Hall, on Thursday 27 September 2018 at 5.15pm.

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

Mrs C. Benbow – Town Clerk

### MINUTES

#### SC 18/16 Apologies for Absence

There were no apologies.

#### SC 18/17 Public Participation: Have Your Say

There were no members of the public present.

#### SC 18/18 Minutes of the Previous Meeting

The Chairman was authorised to sign the Minutes of the Meeting of the Staffing Committee held on 9 August 2018 as a true record.

#### SC 18/19 Declaration of Interests and Dispensations

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

#### SC 18/20 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 18/21 Code of Conduct**

Members noted that a Code of Conduct complaint has been received and that attempts at informal resolution have been unsuccessful. Members noted their duty of care to staff and the Grange Town Council Complaints Policy.

### **RESOLVED**

- a. That the matter is referred to the South Lakeland District Council Monitoring Officer, in accordance with the Town Council's Complaints Policy.
- b. That it is recommended to Full Council that a Member/Officer Protocol is adopted.

## **SC 18/22 Next Meeting**

### **RESOLVED – Tuesday 6 November, 7pm**

That the Committee will meet on Tuesday 6 November, 7pm, agenda to include reviewing staff appraisals and salary recommendations for 2019/20 and completing the Town Clerk's appraisal.

The meeting closed at 5.40 pm

Chairman

Signed

Date