

**Minutes of Personnel Committee
Thursday, 4th April 2024**

Present:

Chairman: Cllr. A. Singh

Councillors: Cllrs. K. Beer, Hartnell, Dyke & Ledger

In attendance: Deputy Clerk

Public: 2

7. Apologies for absence

There were no apologies for absence.

8. Declarations of Interest

Cllr Dyke declared a personal interest in the confidential item on the agenda and requested special dispensation to remain in the meeting. Members **RESOLVED** to consider this request in the confidential part of the meeting. (proposed Cllr Ledger, seconded Cllr Beer)

9. Minutes of the previous meeting

Members **RESOLVED** to approve the minutes of the Personnel Committee meeting, held on Monday 8th January 2024. (proposed Cllr. Hartnell, seconded Cllr. Beer)

10. Public Question Time

None.

Confidential Item

The Chairman moved that in accordance with the Council's Standing Order 1(d) press and public would be excluded from the meeting during the discussions of the item below, as there was likely to be disclosure of personal information as matters were being discussed, which could identify an individual. (proposed Cllr Ledger, seconded Cllr Beer)

11. Staffing

Members considered Cllr Dyke's request for dispensation to remain in the meeting. In line with standing order 13e the Deputy Clerk advised Cllr Dyke that dispensation could not be granted as any participation by Cllr Dyke would put the Council at financial risk. Cllr Dyke left the meeting at approximately 6.20pm.

A hard copy of a complaint made by Cllr Wood against the Town Clerk, together with a hard copy of the Town Clerk's response to said complaint were circulated for Members' consideration.

During their discussions Members considered the information submitted by both parties, in line with the Council's Dignity at Work Policy and Members' Code of Conduct, and **RESOLVED** that:

- all allegations made against the Town Clerk were unfounded and therefore the complaint would not be upheld.
- having considered the seriousness of the allegations made, and the wider context surrounding them, the Personnel Committee recognised the reputational risk to both the Town Clerk and the Council, alongside the financial risk to the Council and, as a result, a Code of Conduct complaint against Cllr. Wood would be lodged with the Monitoring Officer, as a matter of urgency, as it took the view that breaches of the Code had occurred.
- to assist the council in dealing with the ongoing situation - regarding the behaviour of some councillors towards the Council's employees - and in line with its terms of reference, the Personnel Committee would seek professional advice from the Council's retained solicitors to provide guidance on the risks posed to the Council by this behaviour and how to deal with the situation.
- officers should research the option of implementing voluntary sanctions, with a view to amending standing orders to include these, subject to the Council's approval at the annual general meeting in May.
- in recognition of the Council's duty of care to all its employees under employment law and, in recognition of the excellent work carried out by the Town Clerk and all officers, wellbeing support will be offered to the Town Clerk and officers, by the Personnel Committee, on an ongoing basis.

(proposed Cllr Hartnell, seconded Cllr Beer)

Meeting closed at 7.05pm

Chairman: _____

Date: _____