

ST EWE PARISH COUNCIL **DRAFT** MINUTES

Meeting of the Employment Committee

MONDAY 4 MARCH 2024

After the extraordinary meeting held at 7.00 pm

St Ewe Village Hall, Main Hall

PRESENT:

Councillors: Peter Cox (Chairman), Will Richards, Janet Lockyer

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson and the complainant.

ABSENT:

None.

ABBREVIATIONS:

Councillors' names – abbreviated with their initials.

MINUTES:

The meeting began at 8.20 pm in the Main Hall and the Chair welcomed all.

- 23/1 Election of Chair. It was RESOLVED (proposed WR, 2nd JL) to appoint Cllr Cox as Chairman of the Employment Committee.
- 23/2 Closure of meeting. It was RESOLVED (proposed JL, 2nd WR) to close the meeting to the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 because employment issues are confidential.
- 23/3 Declarations of interest. None.
- 23/4 Complaint. The committee NOTED a complaint sent by email on 23 February 2024 from the complainant.
- 23/5 Appointment of Panel to discuss the complaint. It was RESOLVED (proposed PC, 2nd JL) that, given the confidential and sensitive nature of the subject matter and in line with best HR practice, the Committee appoints a Panel solely for the purpose of considering the detail of this complaint and the panel will be comprised of Cllrs Cox, Richards and Lockyer. The Panel will keep a note of its deliberations, but this will be kept Private & Confidential.

At the start of the Panel meeting both parties to the complaint will be present and have an opportunity to add anything further beyond that already in the hands of the Panel. After this they will be asked to leave the meeting such that the Panel's deliberations are kept confidential. The key findings and recommendations from the Panel will be presented to the Committee.

The Chair adjourned the Employment Committee to hold the Panel meeting at 8.25 pm. The Panel meeting closed at 9.35 pm and the Employment Committee meeting recommenced.

- 23/6 Key findings. The Committee's key findings can be summarised as follows.

A The complaint was not upheld.

- B It is recommended that the council review its procedures for agenda setting and the approval of minutes to establish whether any improvements may be made.

23/7 Dates of next meeting. No further date was scheduled for the Employment Committee.

The meeting closed at 9.45 pm.

SIGNED:

THESE ARE DRAFT MINUTES.

Chair of meeting: _____ Date: _____