



Leigh-on-Sea Town Council

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Chairman: Cllr Bernard Arcscott | **Vice Chairman:** Cllr Sandra McCurdy

Town Clerk: Helen Symmons PSLCC



MINUTES OF THE MEETING OF THE STAFFING COMMITTEE
HELD ON WEDNESDAY, 8 NOVEMBER 2023 COMMENCING AT 6.30PM
AT LEIGH-ON-SEA COMMUNITY CENTRE, 71-73 ELM ROAD SS9 1SP

Present:

Cllr Bernard Arcscott Cllr Sandra McCurdy (Committee Chairman)
Cllr David Bowry Cllr John Lloyd
Cllr Craig Watt Cllr Mark Flewitt

In attendance: Mike Letch – Locum Clerk

1) CHAIRMAN'S WELCOME & HOUSEKEEPING ANNOUNCEMENTS

Chairman's welcome and housekeeping notices.

2) APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Jonathan Garston

3) DECLARATION OF MEMBERS' INTERESTS

All Councillors present entered non-pecuniary interests for the confidential business

4) QUESTIONS FROM PUBLIC

- Noted items listed related to the Town Clerk and also an appointment of a further Locum, concern there may be pre-determination and costs
- Advice given on ACAS recommended procedures and reference to the internal audit report
- Concern the Council may face litigation
- Concern regarding process and risk mitigation

5) NALC SLCC PAY SETTLEMENT 2023 -24

Noted the NALC SLCC, pay settlement for 2023 -24

6) EXCLUDE PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
RESOLVED to exclude public – public bodies (admission to meetings) act 1960 that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw (SOs 3(d), and 24(a) – Staffing)

7) CONFIDENTIAL ITEMS – STAFFING MATTERS

ITEM NO. 1 - Update on Investigation of ongoing staff matter, there was some discussion, all agreed a speedy resolution will be in the best interests of all parties.

ITEM NO. 2 – Update on financial investigation, the report was noted and Councillors wish to make it clear the audit was intended to test the system not investigate staff or Councillors. On behalf of the Council, the Chairman apologises for any distress or uncertainty caused.

ITEM NO. 3 – Appointment of Locum Clerk – there was a brief discussion and the proposal from LGRC was considered. It was noted Mr Letch was finding it difficult to continue as Locum due to personal commitments. Councillors extended their thanks to Mr Letch for all his work

RESOLVED to approve the appointment of the Locum Clerk, G Lopes, through LGRC Associates in line with the LGRC terms and conditions presented.

ITEM NO. 4 - Update to Committee on Staff Grievance – Mr Letch gave a verbal update on progress with staff grievance which was noted by members present.