



Leigh-on-Sea Town Council

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Chairman: Cllr Paul Gilson
Vice-Chairman: Cllr Andy Wilkins
Town Clerk: Helen Symmons *PSLCC*

MINUTES OF A MEETING STAFFING COMMITTEE
TUESDAY 13TH OCTOBER 2020
HELD ONLINE

Present: Cllrs: David Bowry, Mark Bromfield (Chairman), Paul Gilson, Keith Evans, Jill Healey and Andy Wilkins

In Attendance: Helen Symmons (Town Clerk)

The meeting opened at 7.30pm

1. CHAIRMAN'S ONLINE MEETING PROTOCOL ANNOUNCEMENT

The Chairman welcomed all to the meeting and read the protocol.

2. APOLOGIES FOR ABSENCE

Cllr Mike Wells

3. DECLARATION OF MEMBERS' INTERESTS

There were none

4. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 8th September 2020 were agreed. These will be signed at the next possible meeting when physical attendance is permitted.

5. MOTION TO EXCLUDE THE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

RESOLVED: 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)

6. CONFIDENTIAL STAFFING MATTERS

The Committee **NOTED** the confidential report and discussed it in great detail with the Town Clerk answering questions and providing more financial detail and the Committee noting that the 2021/22 final budget and precept would not be agreed by Council until January 2021.

The Committee **RESOLVED** to proceed with the recommendation and consider the implementation of the Job Support Scheme once the Job Retention Scheme concludes 31st October. The Town Clerk would manage the administration of the scheme under the scheme of delegation. It was noted that further details of the scheme are awaited from Government including whether the Town Council is eligible. In the meantime, an information letter will be sent to all staff.

End of Confidential session

The meeting closed at 7.32 pm