



Leigh-on-Sea Town Council

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Chairman: Cllr Paul Gilson | **Vice Chairman:** Cllr Andrew Wilkins

Town Clerk: Helen Symmons PSLCC



MINUTES OF AN EXTRA ORDINARY MEETING OF THE STAFFING COMMITTEE
MONDAY 15TH FEBRUARY 2021
HELD ONLINE

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

In Attendance: Cllr Emma Smith and Abbie Cotterell (Assistant 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 Wells

3. DECLARATION OF MEMBERS' INTERESTS

There were none

4. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 13th October 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)

Cllr Emma Smith left the meeting

The Committee **RESOLVED** with the Chairman's casting vote that the confidential part of the meeting should not be recorded and recording of the meeting was stopped.

6. CONFIDENTIAL 'PROTOCOL ON MEMBER/OFFICER RELATIONS' MATTER

It was highlighted that it was inappropriate for all Councillors to take part in the confidential item. This was disputed. The Chairman of the Committee advised members that the Chairman of Council had already submitted the formal Code of Conduct complaints to the Monitoring Officer. Some members indicated that this was not in accordance with the member/officer protocol nor the external professional Human Resources (HR) advice read out by the Vice Chairman of the Committee.

As the complaints had been forwarded to the Monitoring Officer, the Staffing Committee were unable to follow the procedure of 5.3 under the Member/Officer Protocol and the HR guidance and were unable to consider making a recommendation to Council for the complaints to be submitted by Council (as a whole).

The Committee **RESOLVED** that the Vice-Chairman of the Staffing Committee would check on the Staff member's welfare to ensure they feel supported at this time.

End of Confidential session

The meeting closed at 8.28 pm