



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288
council@leighonseatowncouncil.gov.uk | www.leighonseatowncouncil.gov.uk

Chairman: Cllr Douglas Cracknell | **Vice Chairman:** Cllr Keith Evans

Town Clerk: Helen Symmons PSLCC



MINUTES OF A MEETING - STAFFING COMMITTEE
TUESDAY 28TH SEPTEMBER 2021
HELD AT LEIGH COMMUNITY CENTRE

Present: Cllrs: David Bowry, Doug Cracknell, Keith Evans, Jill Healey and Emma Smith.

Absent: Cllrs Vinice Cowell and Mike Wells

In Attendance: Helen Symmons (Town Clerk)

The meeting opened at 7.31pm

15. HOUSEKEEPING ANNOUNCEMENT

The Chairman thanked all for coming to the Staffing meeting and housekeeping announcements were made.

16. APOLOGIES FOR ABSENCE

Cllr Cowell

17. DECLARATION OF MEMBERS' INTERESTS

There were none

18. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 21st September were agreed and signed.

19. STAFFING UPDATE

The Committee **NOTED** the report

20. 2021/22 STAFFING BUDGET UPDATE

The Committee **NOTED** the report

21. 2022/23 STAFFING BUDGET

Various questions were asked of the Town Clerk and a full discussion took place. The Committee **RESOLVED** the budget **with recommendation to Council via F&G Committee**

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

The Committee **RESOLVED** that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw (SO 3d and 24a – staffing)

23. REPORT ON CONFIDENTIAL STAFFING MATTERS

The Town Clerk gave an update on various staffing matters. A full discussion was held regarding Councillor engagement with staff and Council business. Cllr Cracknell will investigate an idea put forward but additionally the Committee asked that the Town Clerk add an agenda item to full Council in November for discussion.

End of Confidential session

The meeting closed at 8.59 pm