



Leigh-on-Sea Town Council

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Chairman: Cllr Caroline Parker
Vice Chairman: Cllr Paul Lawrence
Town Clerk: Paul Beckerson

MINUTES OF AN EXTRAORDINARY MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE HELD ON MONDAY 24th JUNE 2013 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present Cllrs: Patsy Ryan (Chairman), Mark Bromfield, Syrie Cox (From Min 29a), Donald Fraser, Pat Holden, Paul Lawrence and Carole Mulroney.

In Attendance: Paul Beckerson (Town Clerk)

The meeting opened at 7.00pm

24. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members to the meeting.

25. APOLOGIES FOR ABSENCE

Cllrs Richard Herbert and Cliff Passmore

26. DECLARATION OF MEMBERS' INTERESTS

There were none.

27. APPROVAL OF THE MINUTES OF THE MEETING OF 4th JUNE 2013

The minutes of the meeting of the 4th June 2013 were agreed as correct records and signed by the Chairman.

28. MOTION TO EXCLUDE 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 (SO.1(c)) - (staffing)

29. PERSONNEL SUB-COMMITTEE 13th JUNE 2013 – (Appendix 1 to the agenda)

- a) Staffing Salary Reviews – The Committee **RESOLVED** to note the contractual incremental rises. In future these would not form a recommendation but would be formally noted by the Sub-Committee.

Cllr Syrie Cox joined the meeting

- b) Staffing Report – The Committee discussed the principles of the information to be obtained from the timesheets and how this would be used. The Committee **noted** that this would be going to the Staffing Joint Consultative Working Party for discussion; recommendations would be put to Personnel Sub-Committee.
- c) Additional Janitorial Hours – The Committee **RESOLVED** to accept the recommendation and to upgrade the contractual hours of one Janitor to full time (37 hours).

The meeting closed at 7.52pm