



# Leigh-on-Sea Town Council

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



## MINUTES OF THE MEETING OF THE PERSONNEL SUB-COMMITTEE HELD ON WEDNESDAY 31<sup>ST</sup> JULY 2013 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Pat Holden (Chairman), Donald Fraser, Jerry Holden, Paul Lawrence, Carole Mulroney, Caroline Parker and Patsy Ryan

In attendance: Paul Beckerson (Town Clerk)

### ***The meeting opened at 7.04pm***

#### 12. APOLOGIES FOR ABSENCE

Cllr Mark Bromfield

#### 13. DECLARATION OF MEMBERS' INTERESTS

None

#### 14. MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting of 13<sup>th</sup> June 2013 were agreed as a correct record and signed by the Chairman

#### 15. 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)

### ***Start of confidential business***

#### 16. REPORT ON INTERACTION OF A COUNCILLOR AND CERTAIN STAFF (Report 2243/TC)

As it was the Town Clerk who had called the meeting, the Chairman invited him to speak to his report. The Town Clerk withdrew the report and requested deferral of the issues contained in the report and would re-present them in separate reports for consideration under the relevant Procedure.

It was **RESOLVED** that the report be withdrawn and deferred as requested and that Cllrs Pat Holden and Patsy Ryan would be the lead members and first point of contact.

It was agreed that the Chairman of the Council would hold informal discussions with the Councillor in question.

The Sub-Committee would consider the Model Protocol on Member/Officer Relations – Report 2189/FGP, Draft Dignity at Work/Bullying and Harassment Policy – Report 2244/TC and if any amendments were required to the Council's Grievance and Disciplinary Procedure 2011 at the next meeting of the Sub-Committee.

#### 17. NATIONAL COST OF LIVING RISE OF 1% BACKDATED TO 1<sup>ST</sup> APRIL 2013

Members **RESOLVED** to note the rise which had been budgeted for and that it would be implemented in August.

***End of confidential business***

***The meeting closed at 8.23pm***