

Tunstall Parish Council

Minutes of the Extraordinary Meeting of the Parish Council held on Wednesday 30 June 2021

Present: Cllr Lee Burgess, Cllr Vivien Rich, Cllr Louisa Roberts,

1. APOLOGIES FOR ABSENCE

It was **RESOLVED** to receive and accept apologies for absence from Cllr Mavis Hibben due to illness.

2. DECLARATIONS OF INTEREST

There were none.

3. LOCUM CLERK

(i) To appoint locum clerk and agree terms.

It was **RESOLVED** to appoint the interim clerk for up to 4 hours per week for a period of three months.

4. FINANCE

(i) To approve staff payments

It was **RESOLVED** to approve the staff payments.

(ii) To receive update on internal audit

It was **RESOLVED** to prepare a separate report detailing the issues raised with the internal auditor.

It was **RESOLVED** that pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

5. STAFFING MATTERS

(i) To receive update on staffing matters

It was **RESOLVED** to fund an independent appeal panel member up to the value of £1000.00.

It was **RESOLVED** to forward the outstanding complaints to the monitoring officer.

(ii) To appoint an independent appeal panel

It was **RESOLVED** that the panel was appointed with three independent persons and HR Partnership Services. The chairman of the panel shall be appointed by the panel.

It was **RESOLVED** to approve the independent appeal panel with the authority to hear and conclude the Disciplinary Appeal process without reference back to council using powers pursuant to LGA1972 s101. The appeal panel should be provided with HR support in the process and in advising them on their outcome.

Dependant on the future actions, a protected conversation may be entered into to prevent additional expenditure.

Date of Next Meeting Monday 12 July 2021 at 7.30pm.

There being no further business, the meeting closed at 20:50

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