

Meopham Parish Council

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A Civility & Respect
Pledge Council

Minutes of the Personnel Committee Meeting held on Tuesday 10th December at 6:00pm at Harvel Village Hall, Harvel, DA13 0DS

Members Present: Cllr D Fisher
Cllr D Sims
Cllr G Smith (Chairman)
Cllr P Watson (arrive 6.20pm)

In Attendance: L Winter – Clerk

Meeting started at 6.22pm to be quorate

Item 1: Apologies for Absence: To receive and accept apologies

P.C. 1 There were no apologies received.

Item 2: Declarations of Members' Interests: To receive declarations of pecuniary and non-pecuniary interests for this meeting

P.C. 2 There were no declarations of interest received.

P.C. 3 Members moved the motion to enter closed session.

PROPOSED: Cllr Smith. SECONDED: Cllr Watson. All in favour.

CLOSED SESSION

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

Item 3: Grievance

3.1 Independent Investigation Report

P.C. 4 Councillors received the report and noted the recommendations.

PROPOSED: Cllr Fisher. SECONDED: Cllr Watson. All in favour.

3.2 Settlement Offer

P.C. 5 Councillors accepted the terms proposed at 4.8 of the report.

PROPOSED: Cllr Watson. SECONDED: Cllr Fisher. All in favour.

3.3 Compensation

P.C. 6 To authorise CHRGS to negotiate the provisional settlement payment up to an agreed figure including all costs related to the grievance.

PROPOSED: Cllr Watson. SECONDED: Cllr Fisher. All in favour.

3.4 Agreement

P.C. 7 To authorise CHRGS to secure the compromise agreement to be signed by all parties on behalf of the Parish Council and to agree the Proper Officer be given delegated authority to pay the fees incurred including the legal fees of the claimant.

PROPOSED: Cllr Fisher. SECONDED: Cllr Watson. All in favour.

3.5 Resignations

P.C. 8 To authorise the Proper Officer to receive and accept the formal resignations upon completion of the agreement and pay the agreed settlement.

PROPOSED: Cllr Watson. SECONDED: Cllr Sims. All in favour.

3.6 Recommendations

P.C. 9 To agree the grievance recommendations as set out in 7.2 of the report (only required if the terms of 4.8 of the report fail to be agreed and the claim proceeds to Employment Tribunal) with the following amendments:

1. add , liaison representation after committees;
2. add or one officer and one councillor to the end of the sentence;
3. add To be reviewed every three months by the Personnel Committee;
4. accepted;
5. accepted;
6. ADD: That Full Council review the Terms of Reference for the Personnel Committee, to allow an elected chair of the committee going forward and the quorate number to be reduced to three.

PROPOSED: Cllr Sims. SECONDED: Cllr Watson. All in favour.

The meeting closed at 7.07pm