

Minutes of Okehampton Town Council remote Personnel Sub-Committee Committee Meeting held on Monday 23rd November 2020 at 6.15pm

Committee Members Present: Councillor B Tolley (Chairman Policy & Resources)
Councillor J Yelland (Mayor)
Councillor J Goffey (Chairman, Property)
Councillor A Leech (Chairman, Planning)

In Attendance: Mrs E James (Town Clerk)

455 **Apologies for Absence** – None. Cllr Marsh was not present, it was thought she may not have noted the earlier meeting time.

456 **Minutes** – The minutes of the Personnel Sub-Committee meeting held on 14th September 2020 were **APPROVED** on the proposition of Cllr Yelland, seconded by Cllr Goffey.

Action

PART TWO ITEMS

It was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Yelland, seconded by Cllr Leech.

457 **Staffing Matters** – On the proposition of Cllr Tolley, seconded Cllr Yelland it was **AGREED** to recommend to the Policy & Resources Committee in line with the first bullet point of the report in relation to apprenticeship

On the proposition of Cllr Tolley, seconded Cllr Leech it was **AGREED** to recommend to the Policy & Resources Committee that the Council was unable to assist with the request due to COVID19, and staffing capacity which was concentrated on the apprenticeship scheme.

(The Clerk left the meeting)

The Chairman brought to the attention of the committee the Clerks letter dated 28th October, in reply to his regarding the Grievance.

Other individuals involved in the incident did not wish to take things further. A further discussion was had to ensure any similar incidents could be avoided, and those suggestions made in the clerks' letter.

It was strongly recommended that, although unable to force any members to attend specific training, that the committee would promote, where possible new and existing members attending training courses, and senior members such as Chairpersons ensure they challenge such Code of Conduct breaches in future.

It was **AGREED**, on the proposition of Cllr Leech, seconded by Cllr Yelland that the Council adopt a Councillor / Employee Protocol along the lines of the Ludgershall example and authorise the Clerk to progress same.

Action

Clerk

The meeting was closed at 6.52pm.

**Cllr Tolley
Chairman**