

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL
PETERLEE

ON MONDAY 4TH JULY 2016

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames:- S Simpson, L M Wood, M A Cartwright,
S McDonnell, K Hawley & V Watson

Messrs:- D Sillito, W M Jeffrey, C Watkins, L Cook,
R J Curtis & A Watson

MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE WITH THE CODE OF CONDUCT.

The Chairman advised Members of the committee that part of the meeting may be recorded by both audio and video, and it may be that photographs were taken.

13. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors C J Robbins, (hospital appointments), G Cowie, (ill), J I Measor, (ill), H Bennett MBE, (ill) and K Liddell, (ill).

RECOMMENDED the Council approve the reason submitted for absence received from the Councillors listed, on the grounds given above, and their apologies for absence be recorded.

14. THE MINUTES OF THE LAST MEETING a copy of which had been previously circulated, were approved.

Matters Arising

(a) Employment Tribunal Claim – Progress

A brief verbal update was given for Members on this matter and it was noted an extension of the stay had been granted at the claimants request.

RECOMMENDED Members be kept up to date with this matter.

(b)Extension of Temporary Contract – Attendant

It was confirmed this advice had been received in writing.

RECOMMENDED the information given be noted.

15. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

16. OVERTIME REPORT

The Overtime Report and hours worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered, this identified the various departments and also the element of the costs of casual staff working in the Facilities Team.

RECOMMENDED the overtime report be accepted

17. ABSENCE REPORT

The Sickness Absence Report, detailing sickness absence figures for the previous month, had been circulated to each Member for information.

RECOMMENDED the contents of the report be accepted.

18. PAYMENT OF HONORARIA – PARKS DEPARTMENT

Members considered the report of the Acting Town Clerk in this regard.

RECOMMENDED approval be given to the honoraria payment as detailed in the report, effective from the date the operative had been covering this vacant post. FURTHER RECOMMENDED this arrangement be reviewed on a regular basis.

26. APPOINTMENT OF TOWN CLERK

The Acting Town Clerk reported that following interviews held on Friday 24th and Monday 27th June 2016, a conditional offer of appointment had been made to Mr Ian Morris for the post of Town Clerk.

Mr Morris had requested the Council consider an increased offer with his starting salary. This had been included in the main terms and conditions for the salary of the post, “where the council is prepared to be flexible and negotiate an appropriate starting salary”.

RECOMMENDED the conditional offer made to Mr Morris stand, however, he be advised the council would be prepared to review the salary following the successful completion of his six months probationary period.