

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL
PETERLEE

ON MONDAY 6TH FEBRUARY 2017

PRESENT: COUN L COOK (CHAIR)

Mesdames:- K Hawley, K Liddell, M A Cartwright
& S Simpson

Messrs:- G L Carne, S Miles, D Sillito, W M Jeffrey,
C Watkins, R Kyle, C Robbins & 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.

58. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors S McDonnell (ill), J Alvey (ill), C J Metcalfe, H Bennett, (MBE) (ill) and G Cowie (ill).

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

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

60. OVERTIME & ADDITIONAL COSTS REPORT

Members considered an overtime report and facilities staffing report.

RECOMMENDED the overtime report be accepted.

61. ABSENCE REPORT

The Sickness Absence Report, detailing sickness absence figures for the previous month, had been circulated to each Member for information. An initial analysis of the sickness absence figures was provided for Members and the Deputy Town Clerk assured this was a work in progress and further reports would be made.

RECOMMENDED the contents of the report be accepted.

62. LENGTH OF SERVICE AWARD

It was reported Mr Harriman, Cemetery records Officer, Parks & Cemetery Department, would complete his 25years service with the Town Council on 16th March, (he started in 1992 with the Town Council).

RECOMMENDED Mr Harriman be presented with an appropriate token to mark his 25 years service, in line with the Council's policy, along with a letter of commendation and appreciation.