

EARL SHILTON TOWN COUNCIL

MINUTES of the STAFFING COMMITTEE MEETING

Held at 6.30 p.m. on Thursday 19 September 2019

At the ESTC Office, 21, Wood St., Earl Shilton, LE9 7NE.

MEMBERS PRESENT:

Councillors: K Lapsley, (Chairman), M Lemman, (Deputy  
Chairman), Mrs C Allen, R Allen, and Mrs CM Coe.

In attendance: Town Clerk – Mr ME Jackson.

Members of public – nil.

19/009 *Chairman's welcome and opening remarks.*

The Chairman welcomed members and proceeded to the agenda below.

**Noted and received.**

19/010 *To receive apologies for member absence.*

Cllr Ms D Almey submitted to the Town Clerk with reasons her written apology for absence in advance of the meeting. This apology and reasons were recorded by the Town Clerk and brought forward to the meeting for consideration.

**Resolved: to accept the tabled apology for absence from Cllr Almey as stated and recorded.**

19/011 *Declarations of interests. To receive disclosures of individual member's interests, i.e., the existence and the nature of those interests in respect of items on this agenda. None.*

**Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. The Cttee must resolve to move into private session. So Resolved.**

19/012 *To receive and approve as a true record the minutes of the Staffing Committee meetings held on 22 August 2019.*

**Resolved: that the minutes of the Staffing Cttee meeting held on 22 August 2019, as tabled, are accepted as a true record of that meeting.**

19/013 *To receive an update on any legacy legal matters regarding a former staff member and or a personal injury claim. None.*

19/014 To review and discuss the Groundcare Team accident report of ESTC vehicle collision damage to 3<sup>rd</sup> party property, (no personal injuries to any party), and follow-up action required regarding responsible ESTC employees.

REDACTED

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REDACTED

3. The Town Clerk to remind remaining Groundcare Staff that all accidents should be reported irrespective of individual liability else they may become culpable for shared blame too.
4. The Town Clerk is to ensure the tipper truck is fully functional and safe to operate, particularly the *tipper* operation.

19/015

To review and discuss the mid-point probation period performance of the Head of Groundcare and required interview process.

REDACTED

**End of Private Session.**

**The meeting closed at 8.02 p.m. with the Chairman thanking members for their attendance and contributions.**

Chairman's Initials/Signature

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