

CAISTOR TOWN COUNCIL

Minutes of a meeting of the Employment Committee held on Thursday 27th June 2019 in the Council Chamber of the Town Hall.

The Employment Committee's standing membership consists of Cllrs J Bowman, S Davey, M Galligan, C. Mackenzie, C Rudd & M. Sizer. Other Town Council Members may attend and fully participate in the meeting.

Present: Cllrs J Bowman, S Davey, C Mackenzie & C Rudd.

In attendance: Jim Hanrahan (Town Clerk)

Apologies: Cllrs S Duprat, M Sizer & J Wright

1. Election of Chairman:

It was proposed and seconded by Cllrs Bowman and Davey that Cllr Mackenzie be elected. This was duly accepted with one objection.

2. Minutes of the Meeting: 25th October 2018

The minutes were received but not approved as none of the current Committee were present.

3. Employment Committee: Terms of Reference.

The Committee's remit was discussed and agreed unanimously with the addition of "Councillor" training. It was considered that the Town Clerk keep a register of those Councillors who have received training.

4. Policy Matters:

a. Abusive, Persistent or Vexatious Complaints Policy:

The Town Clerk explained that the draft Policy had been recommended to the Town Council by LALC. Members considered implementing such a policy would be good practice. It was suggested that all members should receive the draft for discussion at the next Town Council. The Chairman advised that any proposed changes should be forwarded to the Town Clerk.

b. Publications Policy:

The Town Clerk advised that the Information Commissioner had directed that all Councils should adopt this policy, without alteration, to ensure consistency of approach. Members were minded so to do, but this would have to be agreed by Town Council. Cllr Davey suggested that for the avoidance of doubt the published draft minutes of meetings will in future carry a "draft" watermark. The Town Clerk agreed to do this in future.

5. Confidential Matters:

It was proposed and seconded by Cllrs Bowman and Davey that the resolution be passed to exclude the public so that the Committee could move into private session in order to consider confidential matters. This was agreed unanimously.

- The Town Clerk now shares draft minutes with Members to help spot any inaccuracies.

8. Date of next meeting.

Notwithstanding the item 7, Members discussed the need for a meeting to consider the composite views of all Councillors on the Town Clerks performance. The Town Clerk agreed to circulate a questionnaire to all Members. It was agreed that the results would be discussed by the Town Clerk and Chairman on 22nd August and a forward plan agreed. This could also be a provisional date for a full Employment Committee, if considered necessary. The next meeting would otherwise be in the Autumn.

Meeting Closed at 2010 hrs.