

**Extraordinary Town Council Meeting
26 February 2020**

Present: Councillors Bugge, Dodson, G Eccles, J Eccles, Hardacre, Hirst, Holmes, Kenyon, Mitchell, Pringle, A Westmorland, G Westmorland, Wilson, Womersley and the town clerk.

No members of the public were in attendance

379 APOLOGIES FOR ABSENCE

All members were present.

380 DECLARATIONS OF INTEREST

There were no declarations other than those already stated in members' respective register of interests.

381 EXCLUSION OF PRESS & PUBLIC

Resolved that in view of the confidential nature of business to be transacted, it is advisable, in the public interest, that the public and press be excluded and they are instructed to withdraw.

382 KIRKBY ROAD SPORTS COMPLEX

Resolved that:

- The conditional fee agreement be approved.
- The solicitor's advice be accepted and that he be instructed accordingly.

383 STAFFING MATTERS

Resolved that a staffing committee be established consisting of councillors Bugge, G Eccles, J Eccles, Hardacre, Hirst, Holmes, Kenyon, Mitchell, Pringle, Wilson and Womersley with the following terms of reference:

- The committee will comprise of 11 members.
- The quorum of the committee shall be four members.
- The committee will meet on an *ad hoc* basis.
- The committee shall oversee the following roles and functions:
 - Review of staff policies and procedures for consideration and ratification by the council.
 - Recommend to the council the overall staffing structure and approval of additional or removal of posts.
 - Approval of job descriptions and person specifications.
 - Appointment of permanent staff.
 - Review at end of probationary period.
 - Grievance matters under the council's grievance procedure.
 - Disciplinary matters under the council's disciplinary procedure (i.e. stages 3, 4 and/or appeals).
 - Deal with requests for non-statutory training.

The meeting closed at 19:20.