

**Staffing Committee Meeting
3 June 2020**

Present: Councillors Bugge, G Eccles, J Eccles, Hardacre, Hirst, Kenyon, Mitchell, Pringle and Wilson.

No members of the public were in attendance.

NB – This meeting was held online, in accordance with the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

477 ELECTION OF CHAIRMAN

Resolved that Cllr Pringle be elected chair for the remainder of the council year 2019-20.

478 ELECTION OF VICE-CHAIRMAN

Resolved that Cllr G Eccles be elected vice-chair for the remainder of the council year 2019-20.

479 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Womersley.

Resolved that the reason for absence be approved.

480 DECLARATIONS OF INTEREST

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

481 MINUTES

Resolved that the minutes of the meeting held on 5 March 2020 be approved.

482 COVID-19 UPDATE – STAFFING AND OPENING HOURS

The town clerk reported that the café staff are working 10am – 6pm and that the grounds maintenance staff are back on summer hours.

Resolved that the town clerk's report be noted and approved.

483 RECRUITMENT

Resolved that:

- Recruitment to permanent posts be put on hold.
- Recruitment of seasonal staff be conducted as/when necessary by a panel consisting of the town clerk, café bar manager, grounds maintenance manager, head of security and Cllrs Pringle and J Eccles.
- The head of security liaise with Media Securities to arrange security cover as/when necessary.

484 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.

485 FURLOUGHED STAFF

Resolved that a member of the administration team be brought off furlough and back to work thus leaving four members of staff on furlough.

486 PROBATIONARY PERIODS

Resolved that the committee invite the council's HR consultant for advice.

487 STAFF STRUCTURE

The town clerk reported on the promotions in the management of the grounds maintenance team, subject to a six months probationary period.

Resolved that the town clerk's report be noted and approved.

488 STAFF CONTRACTS

Resolved that this item be deferred.

489 SECURITY

Resolved that the overtime concerned be remunerated with a combination of paid hours and time off in lieu.

490 TOWN CLERK'S WORKLOAD

Resolved that this item is covered by minute no. 485.

The meeting closed at 20:10.