

**Staffing Committee Meeting
1 April 2021**

Present: Councillors Bugge, G Eccles, J Eccles, Hardacre, Hirst, Kenyon, Wilson, the town clerk and the water park general manager.

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.

364 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Pringle and Womersley.

Resolved that the respective reasons for absence be approved.

365 DECLARATIONS OF INTEREST

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

366 MINUTES

Resolved that the minutes of the meeting held on 11 March 2021 be approved.

367 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.

368 REVIEW OF SERVICE PROVISION TEAM B

Resolved that a panel consisting of Cllrs G Eccles, J Eccles, Wilson and the town clerk meet with the member of staff concerned to discuss any issues and to report back to the committee accordingly.

369 FURLOUGH

Resolved that:

- As per the decision of the Finance Committee (minute no. 241), furloughed staff be offered 80% of their salaries but they can utilize annual leave to make up the balance.
- The café bar staff remain on furlough until the café bar re-opens in accordance with the government's COVID road map.

370 NEBOSH TRAINING

Resolved that the general manager will receive National Examination Board in Occupational Health and Safety training.

371 OVERTIME

Resolved that:

- The overtime for the member of staff concerned for the period up to July 2020 be approved.
- The other periods of overtime be deferred to the next Finance Committee meeting.

- In future and with immediate effect there will be no overtime unless there are exceptional circumstances and only with the approval of the town clerk in conjunction with the Finance Committee chair.

372 SICKNESS ABSENCE

The town clerk reported generally on the number of staff currently on sickness absence.

Resolved that the report of the town clerk be noted and approved.

373 DISCIPLINARY PANEL

Resolved that Cllrs Bugge, J Eccles and Wilson be appointed as the disciplinary panel with Cllrs Kenyon and Hirst respectively as first and second reserve.

374 ANNUAL LEAVE QUERY

Resolved that payment in lieu of 6.8 days of annual leave be made to the member of staff concerned due to outstanding issues.

375 CONTRACTS

Resolved that the town clerk will review the staff handbook and terms and conditions.

The meeting closed at 18:55.