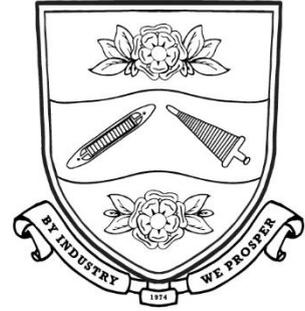


TODMORDEN TOWN COUNCIL

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MINUTES OF THE EXTRAORDINARY STAFFING COMMITTEE MEETING Held in the Cockcroft Suite, Todmorden Town Hall, Todmorden on Wednesday 12th February 2020 at 6:30pm

Councillors Present: Cllrs M Carrigan [Chair] K White Town Mayor [Ex-Officio],
R Coleman-Taylor, L Levick, A Greenwood, D Skelton

Absent Councillors:

Observing Councillors (not a member of the committee): None

Officers: Colin Hill – Town Clerk [minute taker]

Members of the Public: None

2019 (S) 035	<p><u>ITEM 1 APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting</p> <p><i>All Members present</i></p>
2019 (S) 036	<p><u>ITEM 2 DECLARATIONS OF INTERESTS</u> To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.</p> <p>None declared</p>
2019 (S) 037	<p><u>ITEM 3 PUBLIC PARTICIPATION</u> To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting. Note: No resolutions can be under public participation.</p> <p>There were no members of the public present.</p>
2019 (S) 038	<p><u>Item 4 MINUTES</u> To approve the draft minutes of the Staffing committee meeting held on 21st August 2019.</p> <p>Proposed by Councillor D Skelton and Seconded by Councillor R Coleman - Taylor – unanimous</p> <p>RESOLVED: That the draft minutes of the Staffing committee meeting held on the 21st August 2019 be approved as a true record of proceedings and be signed by the Chair</p>

Signed Chair:

Dated:

	<p><i>That the Assistant Town Clerk's focus is on delivering the work of the Development and Climate Emergency Committees (or as redesignated in the future) but retaining a level of responsibility to cover for Mayoralty function as required.</i></p> <p><i>That the additional annual cost of circa £7,828 to be recommended to General Purposes Committee to be covered for 2020/21, from within any underspend in budgets at year end.</i></p>
2019(S) 044	<p><u>ITEM 8 ADDITIONAL ITEM</u></p> <p><i>The Town Clerk updated Members about a sensitive staffing matter and sought agreement to deal with a matter arising through delegated powers in consultation with the Chair of Staffing and General Purposes Committees and to provide a confidential note to circulate to all Town Council members at the appropriate time.</i></p>
2019 (S) 043	<p><u>ITEM 9 DATE OF THE NEXT COMMITTEE MEETING</u></p> <p>To confirm the date, time and venue of an additional Staffing committee meeting to be convened.</p> <p>It was agreed that the Chair of Staffing committee would call an Extraordinary meeting if required.</p> <p>There being no further business, the Chair closed the meeting at 8.30 pm.</p>

Signed Chair:

Dated: