

# Great Ayton Parish Council

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## DRAFT Minutes of the Personnel Committee Meeting held in the Great Ayton Parish Council Centre, held Tuesday 14th December 2021 at 10:00am

**Present:** Councillor A Taylor (Chairman), Councillor R Kirk, Councillor J Brown

**In attendance**

Mr A Snowdon (RFO)

| Agenda Item Number: | Business transacted:   |
|---------------------|--|
| <b>DEC 1.</b>       | <p><b><i>Notice of meeting</i></b></p> <p>Public notice of the meeting has been given in accordance with Schedule12, paragraph10(2) of the local Government act 1972</p>   |
| <b>Dec 2.</b>       | <p><b><u>Apologies for Absence:</u></b></p> <p>There were no apologies</p>   |
| <b>DEC 3</b>        | <p><b><i>Declaration of Interest in items on the Agenda</i></b></p> <p>There were none</p>   |
| <b>DEC 4</b>        | <p><b><i>Exclusion of the Press and Public</i></b></p> <p>In accordance with section 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, to consider exclusion of the press and public for the agenda item 13 only</p> <p><b>RESOLVED:</b><br/>That Great Ayton Parish Council exclude the press and public for consideration of item 5, due to the confidential nature of the business to be transacted.</p> |
| <b>DEC 5</b>        | <p><b><i>Grievance Procedure</i></b></p> <p>As Mr A Snowdon is no longer an employee of Great Ayton Parish Council the grievance no longer applies however, there were matters to be resolved in order to draw a line under past issues</p>  |

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|  | <p>a)<br/>It was agreed that the Council had failed to address the issue of complaint in a timely manner</p> <p>b)The Council offers a sincere apology for this failure</p> <p>c)Whilst certain new policies have recently been approved and implemented we would advise that the Council continues to seek ways to improve the operation of the Parish Council</p> <p>d)<br/>The Committee recommends to Council that going forward all working groups and meetings thereof should consist of a minimum of 3 Councillors/members</p> <p>e)<br/>The Committee further recommend to Council that Councillors should undertake appropriate recommended courses in order to gain and maintain up to date knowledge and skills</p> <p>It is hoped that the Council is now in a position to move forward and work together for the benefit of the Parish</p> |
|  | There being no further business <b><i>Meeting closed at 11:10am</i></b>   |