

## **Melksham Town Council**

### **Minutes of the Staffing Committee meeting held on Tuesday 6th September 2022**

**PRESENT:** Councillor S Crundell (Chair)  
Councillor S Mortimer (Vice-Chair)  
Councillor P Aves  
Councillor C Houghton  
Councillor L Lewis

**PUBLIC PARTICIPATION:** No members of the public or press were present.

#### **114/22 Apologies**

There were no apologies.

#### **115/22 Declarations of Interest**

There were no declarations of interest.

#### **116/22 Minutes**

The minutes of 5 August 2022, having previously been circulated, were approved as a correct record, subject to an amendment to the attendees, and signed by Councillor S Crundell.

#### **117/22 Confidential Session**

There were no members of the public or press at the meeting.

It was proposed by Councillor S Crundell, seconded by Councillor Houghton and

**UNANIMOUSLY RESOLVED** that the meeting be held in confidential session in view of the sensitive nature of the business to be transacted.

#### **118/22 Staffing Matters**

It was proposed by Councillor S Crundell, seconded by Councillor Houghton and

**UNANIMOUSLY RESOLVED** to ask the Town Clerk to create an appeals panel, comprised of three councillors.

It was proposed by Councillor S Crundell, seconded by Councillor Mortimer and

**UNANIMOUSLY RESOLVED** to appoint said appeals panel to deal with the appeal made by Officer D.

It was proposed by Councillor S Crundell, seconded by Councillor Houghton and

**UNANIMOUSLY RESOLVED** that in accordance with Standing Orders the meeting would continue after 10.00 pm.

Members discussed the grievance outcome reports prepared by the Town Council's independent HR adviser, coming to several conclusions. It was decided to arrange a Staffing Committee meeting on 12 September when the grievance outcome reports and proposed next steps could be discussed with the officers concerned.

Meeting Closed at: 10.40 pm

**Signed:** .....

**Dated:**