

NEWBIGGIN-BY-THE-SEA TOWN COUNCIL

**Minutes of the Town Council Meeting held on Wednesday 26 July 2017 at 7.30 pm
at The Bungalow Woodhorn Road Newbiggin by-the-Sea.**

PRESENT:

Councillors: M Peden (Chairman)
M Boon A Bromwich-Alexandra L Burns
M Cholerton A Thompson

Officer: D Earl – Town Clerk

IN ATTENDANCE: 1 member of the public

C035/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Harrison and Hartley

C036/17 MINUTES OF THE LAST MEETING

It was RESOLVED that the minutes of the meeting held on 12 July 2017 were agreed as a correct record and signed by the Chairman.

C037/17 DECLARATION OF MEMBERS INTERESTS

No new interests were declared by Members and the Town Clerk declared a pecuniary interest in some aspects of the following report and would withdraw from the meeting prior to consideration of the decisions.

C038/17 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the Agenda as they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part I of Schedule 12A of the 1972 Act relating to personal financial and business affairs.

C039/17 STAFF ESTABLISHMENT

The Town Clerk outlined the comprehensive exempt report that had been circulated to Members to confirm the recruitment process in hand and seek a number of supplemental decisions regarding appointment to the new post; pension provision and contract review highlighted during previous discussions. He provided the background to the pension issues since 2009 and the changes in legislation and auto enrollment stressing the importance in relation to the new post in particular and provided information in respect of the contract review. Cost estimates for the current financial year related to the recommendations were set out in Appendix III for which there was adequate budget provision together with details of the full-year effect.

With regard to the appointment process it was recommended that the selection and appointment process be undertaken by a small panel of Members supported by the Town Clerk.

Members raised a number of questions concerning the report contract form and a supportive structure through appraisal for the benefit of employees to which the Town Clerk responded.

It was moved and seconded that the recommendations set out in the report be approved. A Member moved an addendum to appoint a Personnel Committee on an ongoing basis to deal with staffing matters and provide support for both the Chair and the staff in the future and this was accepted.

At this point the Town Clerk withdrew from the meeting.

Members discussed the recommendations and it was **RESOLVED that:**

- (i) the recommendations set out in the report plus the addendum be agreed;**
- (ii) the Chairman Vice-Chairman and Councillor Hartley be appointed to a Personnel Committee to deal with the appointment process and ongoing staff matters.**

Signed by the Chairman: Date:.....