

Steypning Parish Council



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EXTRAORDINARY MEETING OF FINANCE AND GENERAL PURPOSES COMMITTEE

HELD ON 4th FEBRUARY 2020 AT 6.30PM
IN THE STEYPNING CENTRE

Present: Cllrs Goldsmith, G. Sullivan, S. Sullivan, Lloyd, Cree, and Hanson.

Clerk: John Fullbrook

Members of the Public in attendance: 0

Meeting commenced: 6.31pm

MINUTES

ACTIONS

F&GP/19/99 APOLOGIES FOR ABSENCE

99.1 There were apologies received from Cllr Saunders and Cllr Campbell with Cllr Taylor likely to arrive late or miss meeting due to work commitments

F&GP/19/100 DECLARATIONS OF INTEREST AND DISPENSATIONS

100.1 There were no declarations of interest received

F&GP/19/101 CONFIDENTIAL SESSION

101.1 *The confidential matters being discussed involved disclosure of personal information relating to staffing matters and /or in contractual matters which would be inappropriate to put in the public domain.* Cllr Goldsmith **proposed, seconded** by Cllr Lloyd to take the committee into confidential session. **Agreed**

F&GP/19/102 STAFFING MATTERS

102.1 Councillor protocols that were being drawn up by Cllrs Campbell, Lloyd and Goldsmith were yet to be finalised. Cllr Goldsmith **proposed, seconded** by Cllr Lloyd to defer the item on new proposed Councillor protocols. **Agreed**

CLERK

102.2 Cllr Goldsmith **proposed, seconded** by Cllr Lloyd that F and GP delegates its line management functions jointly (but not severally) to Cllrs. Young and Norcross and authorises them to seek such guidance about implementing this role from HR Services Partnership Limited ("HR") as they think fit. **Agreed**

CLERK

102.3 Cllr Goldsmith **proposed, seconded** by Cllr Lloyd that the instructing of HR is subject to the line managers informing the Clerk and the Chair of F and GP of their intentions for budgetary purposes (i.e. no detail which should remain confidential to the line managers and HR Services should be disclosed). **Agreed**

- 102.4** Cllr Goldsmith **proposed, seconded** by Cllr Lloyd that reports must be made to F and GP in such form and with such frequency as HR recommends. **Agreed**
- 102.5** HR services had sent through as per request to do so, a statement detailing work undertaken during the month of December. Cllr Goldsmith **proposed, seconded** by Cllr S. Sullivan that the 'summary of works' (as per confidential supporting paper) be approved. **Agreed**

F&GP/19/103 DATE OF NEXT MEETING 11th FEBRUARY 2020

The Chairman closed the meeting at 6.44 pm

Signed Date 11th February 2020

Chairman of F&GP Committee