

Signed: *MKE*



# Rugeley Town Council

Minutes of the Extraordinary meeting of Rugeley Town Council held at the Rugeley Town Council Offices, Taylor's Lane, Rugeley, at 6.00pm Wednesday 23 January 2019.

**PRESENT:**


Councillors:

Mrs P Ansell	Mrs A Cooney
B Dipple	D Gaye (Vice Chair)
G Grant	C Green
M Grocott	D Hancock
D Lucas	Mrs C Panter-Hood
N Stanley	Mrs G Turner
J Winter	

Notes of the meeting were taken by Cllr G Turner

Min No	Item	Action
<b>1</b>	<b>Apologies</b>	
1.1	Councillors Hodgson, Mahon and Lyons were excluded from the meeting as they had been previously appointed to be on a Hearing Panel if it was required.  Apologies were received and accepted from Councillors Alexander, Carroll and P Hancock.	
<b>2</b>	<b>Exclusion of the Public</b>	
2.1	The public were asked to leave because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.	
<b>3.</b>	<b>To Appoint 3 Councillors to an appeal panel should one be required</b>	
3.1	It was proposed that Councillors Cooney, Lucas and Winter be appointed to an Appeal Panel should one be required. Following this decision, these 3 councillors left the meeting.	
<b>4.</b>	<b>To receive the report from Les Trigg, Independent Investigator</b>	
4.1	Following a presentation of the report, it was proposed that the matter be dealt with by the informal stage disciplinary procedure. <i>Proposed: Cllr Stanley; Seconded: Cllr P Ansell</i> <b>This motion was carried by the council</b>	
4.2	It was proposed that the Chairman of Finance and Management Committee, the Chair of the Council and Councillor I Hodgson be appointed to carry out the informal disciplinary procedure. <i>Proposed: Cllr Stanley; Seconded: Cllr P Ansell</i> <b>This motion was carried by the council</b>	

4.3	<p>It was proposed that training to be given to staff in respect of time keeping and recording. <i>Proposed: Cllr Stanley; Seconded: Cllr P Ansell</i> <b>This motion was carried by the council</b></p>	
4.4	<p>It was proposed that a complete review of time management and further examination of working time by staff be undertaken including review of contracts of employment. <i>Proposed: Cllr Stanley; Seconded: Cllr P Ansell</i> <b>This motion was carried by the council</b></p>	
4.5	<p>It was proposed that the Council should consider introducing a flexi time system. <i>Proposed: Cllr Stanley; Seconded: Cllr P Ansell</i> <b>This motion was carried by the council</b></p>	

Signed: 

Date: 6 Feb 2019