

Signed:



Rugeley Town Council

Minutes of the meeting of Rugeley Town Council held at the Rugeley Town Council Offices, Taylor's Lane, Rugeley, at 6.30pm Wednesday 20 March 2019.

PRESENT:

Councillors:

- | | |
|---------------------|-------------------|
| R Alexander | Mrs P Ansell |
| D Gaye (Vice Chair) | G Grant |
| C Green | D Hancock |
| M Grocott | I Hodgson |
| D Lucas | Ms O Lyons |
| Ms N Mahon | Mrs C Panter-Hood |
| N Stanley | Mrs G Turner |
| J Winter | |

Prior to the commencement of the Meeting the Chairman proposed that in the absence of the Town Clerk, Cllr Mrs G Turner be authorised to minute the meeting

Min No	Item	Action
1	Apologies	
1.1	Apologies were received from Cllrs A Cooney and P Hancock.	
1.2	Cllr Dipple was exempt from attending the meeting.	
2	Exclusion of the public	
2.1	That the public be excluded because of the likely disclosure of exempt information as defined (Admissions to Meetings) Act 1960 Section 2.	
3	To assess and recommend action on a grievance placed by the former Assistant Town Clerk and if required, to appoint a grievance hearing panel of councillors.	
3.1	The Vice Chairman informed Members that consideration should be given to the grievance placed by the Assistant Town Clerk and the appointment of a grievance panel.	
3.2	Members discussed the information presented by the Vice Chairman on the grievances received from the Assistant Town Clerk prior to her dismissal which must be dealt with by the Council.	
3.3	With regard to the first grievance relating to suspension from work commencing 7th December 2018, Members were reminded that the matter had been discussed at the extraordinary meeting of the town council on Wednesday 12th December 2018 and that the Council had confirmed the suspension. It had also been agreed that the Chairman and Clerk had acted with the intention of safeguarding evidence and in the best interests of the Council.	
3.4		

	<p>Members also noted that at the extraordinary meeting on Wednesday 23rd January 2019 the report of the Investigating Officer was fully considered and the suspension was discontinued. Members were advised that the Assistant Town Clerk had not suffered any material loss during or as a result of the Suspension.</p>	
3.5	<p>With regard to the other grievance issues raised, Members were advised that both the Councils Grievance Procedure and ACAS Code of Practice are explicit in that grievances should be raised at the time of the event or within a reasonable period. Several Members drew attention to the fact that the Assistant Town Clerk had, on occasions, stated that she was happy to be contacted when away from the office and that they had heard conversations between the Assistant Town Clerk and the Town Clerk to that effect. It was also noted that on numerous occasions the Assistant Town Clerk had answered messages on the Councils social media site and replied to emails whilst on holiday and on sick leave.</p>	
3.6	<p>After consideration of the grievances, Cllr. I Hodgson proposed, that no further action be taken. Cllr. C. Green seconded the proposal.</p>	
3.7	<p>The motion was carried.</p>	

There being no further business the meeting closed at 7.00pm

Signed:



Date: 3 April 2019