

**MINUTES OF THE MEETING OF THE OAKHAM TOWN COUNCIL STAFFING COMMITTEE HELD AT THE TOWN COUNCIL OFFICES ON THURSDAY 2<sup>ND</sup> JUNE 2016**

**PRESENT:**

Cllrs Adam Lowe, Joyce Lucas BEM, Stan Stubbs, Michael Haley

One other member of the Council was also present

**45/16 ELECTION OF CHAIRMAN**

It was proposed by Cllr Joyce Lucas, seconded by Cllr Stan Stubbs and unanimously agreed that Cllr Adam Lowe be elected Chairman for the forthcoming municipal year

**46/16 APOLOGIES – Standing Order 1(u)**

No apologies for absence were received

**47/16 MINUTES – (*Appendix A*)**

It was proposed by Cllr Stan Stubbs, seconded by Cllr Joyce Lucas and agreed with 3 votes for and 1 abstention that the minutes of the meeting of the Staffing Committee held on Wednesday 16<sup>th</sup> April 2016 be signed by the Chairman as a true record of that meeting

**48/16 DECLARATIONS OF INTEREST**

- (i) No Declarations of interest were declared
- (ii) No other interests were declared

**49/16 DEPUTATIONS BY THE PUBLIC**

A deputation was made by a Councillor who is not a member of the committee regarding item 12 on the Agenda

**50/16 2016-2017 NATIONAL SALARY AWARD – *Appendix B***

It was proposed by Cllr Adam Lowe, seconded by Cllr Stan Stubbs and unanimously agreed to recommend to full Council, to approve the expenditure of the increase, and that it is backdated to 1 April 2016

**51/16 PERSONNEL ADVICE & SOLUTIONS LTD**

It was proposed by Cllr Joyce Lucas, seconded by Cllr Stan Stubbs and unanimously agreed to recommend to full Council, to engage this service for a further six months from August onwards

**52/16 EXEMPT ITEM**

- (i) It was proposed by Cllr Michael Haley, seconded by Cllr Stan Stubbs and unanimously agreed to exclude the Public and Press during consideration of Items 9, 10, 11 and 12 on the agenda, under Section 100 (2) of the Local Government Act 1972, as amended due to the confidential nature of the matters to be discussed

- (ii) It was proposed by Cllr Michael Haley, seconded by Cllr Stan Stubbs and unanimously agreed to exclude members of the Council who are not members of the Committee during consideration of items 9, 10, 11 and 12 on the agenda

**53/16 UPDATE ON THE CLERKS ABSENCE**

Members noted a verbal report from the Chairman

**54/16 LOCUM CLERK DURING ABSENCE**

It was proposed by Cllr Joyce Lucas, seconded by Cllr Stan Stubbs and unanimously agreed to recommend to full Council, to employ a Locum Clerk for 3 days per week, for 3 months at an expenditure of £20 per hour and mileage at 0.25p per mile

**55/16 PART TIME HELP DURING ABSENCE**

It was proposed by Cllr Adam Lowe seconded by Cllr Stan Stubbs and unanimously agreed that the part time administration help would be discontinued from end of June 2016

**56/16 ASSISTANT CLERK – PAY AWARD DURING THE ABSENCE OF THE CLERK**

It was proposed by Cllr Michael Haley seconded by Cllr Stan Stubbs and unanimously agreed to recommend to full Council, an appropriate honorarium for the Assistant Town Clerk of a one off payment of £1954.50 covering the Clerks duties and acting as Proper Officer for the months of April, May and June 2016

**There being no further business the Chairman closed the meeting at 7.47pm**

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**Chairman**  
**11<sup>th</sup> July 2016**