

**MINUTES OF THE EXTRA-ORDINARY FINANCE & STAFFING COMMITTEE HELD ON THURSDAY 31ST
AUGUST 2017, AT 6PM.**

Present: Cllr. P Clatworthy (Chairman), Cllr C Danter, Cllr P Aldridge, Cllr K Brennan, Cllr H Burns, Cllr M Poxon, Cllr S Raywood, Cllr P Workman.

Observing: Cllr Mrs J Raywood, Cllr S Carter, Mr B Adie.

1. **Apologies for Absence:** Cllr R. Mills had resigned from the Council, Cllr M Poxon left before agenda item 4.
2. **Declarations of Interest:** Cllr. M Poxon announced that he would not be voting on item 4 but would make a statement and leave.
3. **To receive a report on the Financial Regulations and Standing Orders from the Working Group for presentation to Full Council:**

It was agreed that the SOs and FRs should have been prepared by the Clerk and presented to the Council for approval and that the Clerk should be present. However, as the process had actually been that councillors were asked to update the documents and as they have already been passed between councillors, the Clerk and GAPTC many times it was agreed that with some amends, mainly to the presentation of the documents, both documents now matched and should form the final draft.

It was proposed that the adoption of the documents be deferred until all Councillors had had time to look at them in preparation for the Finance & Staffing Committee meeting on 21st September 2017. Proposed by Cllr Workman, seconded by Cllr. Raywood, passed 6:1. Cllr Danter will email the documents to the appropriate parties and require councillors to send any comments to her by 11th September at the latest.

4. **To receive a report from the Staffing Sub-committee to be agreed to go forward to Full Council with budget agreement:**

Cllr Poxon read a statement that he had prepared and left the meeting in which he recommended that the report being discussed on the role of the Clerk should be passed to the Personnel Subcommittee.

5.

Cllr Danter circulated a chronology of meetings to date.

Cllr Clatworthy then proposed a motion to exclude the press and public from the meeting so that confidential issues could be discussed. This was passed unanimously and Mr B Adie withdrew from the meeting.

Following lengthy discussions it was proposed that the following confidential item must be included on the next Full Council agenda to be held on Monday 11th September 2017: To review the restructure of the administrative staff proposed by the Staffing Sub-committee. Proposed: Cllr Workman, Seconded Cllr Brennan, all in favour.

It was further agreed to send out in advance to all councillors a confidential report on the recommendations in preparation for the meeting.

Meeting closed at 8pm.