

LANTEGLOS-BY-FOWEY PARISH COUNCIL

CONFIDENTIAL MINUTES OF A

VIRTUAL EXTRAORDINARY COUNCIL MEETING

FRIDAY, 3rd JULY 2020 @ 11 am

Present: Cllr Moore OBE (Chairman) Cllr Adams Cllr Kelly Cllr M Shakerley
Cllr Talling

Because of the special/confidential nature of the business to be transacted this was a closed meeting for Council Members only

NOTE – it is advisable for all those joining a ‘Zoom’ meeting to check their security settings.

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome</u> – The Chairman opened the meeting and welcomed those present.	
EX06/2020	<u>Apologies for Absence</u> – Cllrs Bunt, Wilton, V Libby, T Libby, Carter.	
EX07/2020	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"> a. <i>Pecuniary/Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. b. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest is apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider any written requests for dispensations. 	
EX08/2020	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is necessary that the press and public be excluded.	
EX09/2020	<p><u>Letter of Grievance from an Employee against a Councillor</u> – a copy of a Grievance Procedure and a Grievance letter against a Member had been received by all Councillors from an employee, on 25th June 2020. The Chair read out the letter and outlined her misgivings about the letter, in that this is our employee and the complaint is against a serving Councillor. As this is the case it would have to be heard by the Standards Board.</p> <p>In view of this Cllr Moore sought advice from Mrs Sarah Mason of CALC: because the Parish Council does not have a Grievance Policy or Procedure we will need to meet as a Council and appoint a sub/staffing committee of three Councillors who will then be charged with formally receiving the Grievance and then passing it on to the Monitoring Officer at Cornwall Council as a Code of Conduct Complaint. This has to be done in the Parish Council, following proper legal process and ACAS guidelines. We can do this in a closed Extraordinary Meeting with a single agenda item, which was called for Friday, 3rd July, when the Grievance letter is to be formally received by the Parish Council.</p> <p>It is probably best if the Chair is not one of those Councillors but the selection of the sub-committee should be open to all other Councillors except the councillor concerned who has to declare an interest. Mrs Mason confirmed that Members who had previously declared an interest could be included if they wished.</p>	

	<p>The Agenda was posted on the noticeboards at Whitecross and Bodinnick, as well as on the Parish website. By following this advice, we will have been seen to have managed the Grievance in the proper way. Details and the link to the Zoom meeting were circulated to all Councillors on 29th June 2020.</p> <p>Cllrs Talling, Kelly, Adams and Shakerley all volunteered to act as the staffing/subcommittee. They were already aware of all of the emails that had been sent. They also agreed that they were supportive of the employee and wished the Grievance to be dealt with correctly and fairly. It was said that the emails mentioned were representative and there were many more. They RESOLVED that having considered the Grievance letter this should be formally passed on by Cllr Moore to the Monitoring Officer to be dealt with. The Monitoring Officer will come back to the Council with whatever is to be implemented.</p>	Cllr Moore
EX10/2020	<u>Meeting Closed</u> – 11.13.	

Signature: (Cllr Moore)
Parish Council Chairman

Date: 28th July 2020