

THATCHAM TOWN COUNCIL
Minutes of a meeting of the
Staff Committee
held on Monday 27th July 2020 at 6.30pm
remotely via video conferencing¹

Present: Councillor Mike Cole (Chairman)
 Councillors John Boyd, Jeremy Cottam (substituting for Jennifer Walker),
 Owen Jeffery and David Lister

In attendance: Mel Taylor (Town Clerk)
 Councillor Simon Pike

STA/2020/08 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Jennifer Walker (Jeremy Cottam appointed as substitute).

STA/2020/09 DECLARATIONS OF INTEREST

There were no declarations of interest.

STA/2020/10 MINUTES

RESOLVED that the Minutes of the meeting held on 11th March 2020, having been previously circulated, be taken as read, confirmed and signed as a correct record of the proceedings.

STA/2020/11 MATTERS ARISING FROM PREVIOUS MEETING

There were no matters arising from the previous meeting.

STA/2020/12 STAFFING MATTERS – DEPUTY TOWN CLERK

At a meeting of this Committee on 8th April 2019 (STA/2019/16) Committee reviewed the appointment of a Deputy Town Clerk, following the resignation of the former Deputy Town Clerk (Jennie Currie) in May 2019, and it was resolved not to appoint a Deputy Town Clerk at that time but to review in six months' time. At a subsequent meeting on 11th March 2020 (STA/2020/05(v)), appointment of a Deputy Town Clerk was reviewed and it was resolved not to appoint at that time but to review again in three months' time. The Town Clerk informed Members to her significant concern at the lack of a suitably qualified and experienced deputy, able to deputise in periods of planned and unexpected absence.

RESOLVED that the new full-time Administrator role, created at a meeting of this Committee on 17th September 2019 (STA/2019/22), be upgraded to a Deputy Town Clerk role at a minimum of 24 hours per week, negotiable up to full-time (37 hours per week) dependent on the experience, knowledge and qualifications of the applicant.

There being no further business the Chairman declared the meeting closed at 6.53pm.

Signed: _____

Date: _____

¹ The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020