

**SLEAFORD TOWN COUNCIL  
MEETING OF THE FULL COUNCIL**

Minutes of the Meeting of the **Full Council** held on  
Wednesday August 1<sup>st</sup>, 2012 at 9:00pm  
in The Source, Southgate, Sleaford

**PRESENT: Cllr T Mayfield (Chairman)**

**Councillor B Watson (Vice Chairman & Leader)**

Cllr D Andrews	Cllr D Birks	Cllr J Charlesworth
Cllr K Dolby	Cllr B Dunbar-Beckford	
Cllr K Fernades	Cllr M Graves	Cllr G Jackson
Cllr J Mathieson	Cllr D Suiter	Cllr G Titmus
Cllr J Titmus	Cllr M Allan	Cllr D Vere-Critchler

**Also Present:** Mrs S McIntyre (Clerk) Mrs L Savage (RFO), C/Cllr Hagues, C/Cllr Haysum, and a representative from the press.

**FC.1 APOLOGIES.** Apologies, with reasons, had been given to the Clerk by Councillors I Dolby, and D Croker. These were accepted.

**FC.2 DECLARATIONS OF INTEREST, under the Localism Act, 2011.** There were none.

**FC.3 LEADER.** To ratify the Annual Town Council's decision to appoint the Leader of the Council and outline the role. Cllr B Watson said that it should be clarified as to whether the Town Council wanted a Leader and if so to define the role.

There was some discussion about the role of the Leader and how this should be defined. Cllr D Birks said the Council should give their full support to Cllr B Watson as Leader. Cllr D Vere-Critchler said the May meeting had appointed the Leader so it was not the duty to define what the Council expected him to do.

Cllr G Titmus said there was already a working group looking into the support guidelines for Standing Orders and this group should address the role of Leader.

It was proposed by Cllr T Mayfield and seconded by Cllr K Fernades that the 'Standing Orders' working group should look into the role of Leader and formulate a draft proposal for a Full Council meeting.

Vote - 15 for and 1 abstention. The Resolution was carried.

**FC.4 PERSONNEL SUB COMMITTEE.** Appoint a new committee called the personnel sub-committee that will consist of three members from the Personnel Committee and the Vice Chairman of the Personnel Committee and two others. And determine their terms of reference as may be necessary.

There was discussion about whether a sub-committee should be formed or a Management committee. Cllr K Dolby referred to the 'Good Employer's Guide.' The Clerk advised that a sub-committee is formed by the 'parent' committee – in this case Personnel. The Full Council could only appoint a new committee.

It was asked why this group was being set up.

Cllr B Watson explained that if there was a grievance, or for the Clerk's staff appraisal, this group would have the remit to do this.

There was further discussion about what type of committee and what exactly its duties would be in relation to the management of the Clerk.

The Clerk explained the Council had grievance, disciplinary and appeal panels already. She also said that this was a fundamental change to the management policy of the council, involving the Clerk, but in the lead up to this meeting she had not been asked her advice/views/ideas. She asked that no decision be made tonight as there had only been verbal input and she had not been involved.

Cllr B Watson proposed and Cllr K Fernandes seconded that there should be a committee of three to run alongside the Personnel Committee to carry out the Clerk's appraisal and approve other appraisals.

Cllr M Graves said the Clerk should have an input and it should be decided whether this was a stand-alone committee or a sub committee.

He proposed that the matter goes to the Personnel Committee on August 8<sup>th</sup> – that committee to decide whether there should be a Committee or sub-committee. If a Committee – this recommendation to go to Full Council. The Clerk should be involved in this and defining any duties.

Vote 16 for. The Resolution was passed.

Cllr J Mathieson said speed was of the essence but the Clerk needed time to provide input.

**FC.5 RESOLUTION TO MOVE INTO CLOSED SESSION.** It was proposed by Cllr D Suiter and seconded by Cllr J Charlesworth 'that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw'.

Vote - 16 for. The Resolution was passed

**FC.6 STAFFING ISSUES.**

It was resolved that this matter be referred to the August 8<sup>th</sup> Personnel Committee.

At 9.35pm, there being no further business, the Chairman closed the meeting.