

MINUTES of the Personnel Committee
held in the Committee Room, Council Office, High Street, Tywyn,
on Wednesday 22 January 2020 at 6:00 p.m.

PRESENT: Councillors: R. McCoo E. Jones, A. Lewis, J. Pughe (Chairman), A.W. Evans, M. Cooling

OFFICER PRESENT: Francesca Pridding (Town Clerk)

IN ATTENDANCE: No Councillor in attendance

1. APOLOGIES: None

2. DECLARATION OF INTEREST: None

3. PUBLIC AND PRESS

To move resolution to exclude press and public in accordance with Section 12A of the Public Bodies (Admission to Meetings) Act, 1960

RESOLVED: To exclude the public and press with Councillor John Pughe proposing and Councillor Aled Lewis seconding the motion.

The Town Clerk left the meeting at 6:05

4. COMPLAINT AGAINST THE CLERK

To consider complaint made against the Clerk by Councillor Quentin Deakin on the 11th December 2019

Councillor Deakin complained that the Clerk had both defamed and threatened him in an email dated 6th December. A discussion was held, and the Chairman conveyed verbal advice he had received from One Voice Wales.

The Town Clerk re-entered the meeting to provide information at 6:21

The Town Clerk left the meeting at 6:30

The Committee concluded that the Town Clerk had acted reasonably and that there was no case to answer.

RESOLVED: To reject Councillor Deakin's complaint by unanimous vote.

5. CLERK'S WORKING HOURS

To consider the number of working hours required of the Clerk.

The Committee considered all aspects of the Clerk's duties and whether there had been a decrease in workload since the increase in hours in January 2019 from 30 to 37 per week.

The Town Clerk re-entered the meeting to provide information at 7:05

The Town Clerk left the meeting at 7:30

The Committee concluded that there had been no decrease in the Clerk's workload and that the Ynysymaengwyn Trust responsibilities are not the only additional burdens on the Clerk's working hours. The Committee also concluded that the Clerk's hours of work had been continually reviewed by virtue of the Council's robust financial control mechanisms. The Clerk's salary was individually listed on every monthly Finance Report and all payslips were signed by the Chair.

RECOMMENDATION: All committee members were of the opinion the Clerk's hours of work, at 37 per week, be maintained and reviewed again in 6 months.

The meeting was declared closed at 7:40 pm