

**MINUTES of the EXTRA-ORDINARY MEETING OF STANLEY TOWN COUNCIL**

Held at Craghead Village Hall on Monday 13th August 2018 at 6.30pm

**PRESENT:** A Clegg\*      L Christie      C Hampson      J Kane      D Marshall  
 B Nair      J Pallas      J Nicholson      L Timbey      C Bell  
 C Marshall      D Tully      J Tully      J Clark      H Clark  
 J McMahon

\*Chairman

**OFFICERS:** Alan Shaw (Town Clerk)**ABSENT:** Cllrs L Christie and G Wilkinson**79 APOLOGIES FOR ABSENCE**

Apologies from Cllrs J Stephenson and M Davinson were accepted by the Council

**80 DECLARATIONS OF INTEREST**

None

**81 TOWN MAYOR'S ANNOUNCEMENTS**

None

**82 PUBLIC PARTICIPATION**

No questions had been received in writing.

**83 EXCLUSION OF PRESS AND PUBLIC\***

\*Recording of proceedings was stopped at this point.

Council **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

*Justification for excluding the public and press from consideration of the following item: Staff Confidentiality*

**84 STAFFING MATTERS****(i) Council Restructure**

It was proposed by Cllr Carl Marshall, seconded by Cllr James Kane and **RESOLVED** that:

“We have considered the proposals in light of where we are now and where we want the Council to develop. We have already established a member working

group to look in detail at the future of the Civic Hall and bring forward proposals about how to develop the asset in the future.

Our main rationale for reviewing the staffing structure was to:

- Deliver value for resident's money
- Increase the Operational capacity of the Town Council
- To consider both customer access to the Council as well as operational necessity; and
- Put in place a structure which will have the flexibility to adapt to future needs.

Therefore, we propose to take into account the views of staff and Trade Unions and **ACCEPT** the following proposals put forward by Staff. We propose to:

- Delete the proposed posts of Facilities Manager and Environment Manager,
- Create a new post combining the roles of both posts, "Operations Manager",
- Create a new administrative support post (0.5 FTE) to ensure that the building can remain open to the public five days a week and the Duty Officer has administrative support,
- To address the imbalance in leave entitlements across the organisation by moving all staff into line with the annual leave entitlement which Durham County Council staff receive; ie. Staff will start with 26 days which will rise to 31 after 5 years service.
- Ensure that all existing staff are slotted into roles in the new structure.
- Assuming this proposal is acceptable to staff; to implement at the earliest opportunity."

It was further **RESOLVED** that the advert for the Deputy Town Clerk should be placed at the earliest available opportunity once staff had been consulted.

**(ii) Flexible Working Request**

It was proposed by Cllr C Marshall, seconded by Cllr H Clark and **RESOLVED** that the request be granted.

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**DATE, TIME AND VENUE OF NEXT MEETING**

Ordinary Council, Tuesday, 25th September 2018, 6.30pm, Civic Hall, Stanley