



Saxmundham Town Council

Minutes of the meeting of the Staffing Sub-Committee held on Friday 7th June 2024
at the Town House, Station Approach, Saxmundham at 2:00 pm.

Minutes

9/24SSC

Attendees

Cllr Elizabeth Clark (Chair)
Cllr John Fisher
Cllr John Findlay

Apologies

Cllr James Sandbach

Also Present

None.

10/24SSC

Declaration of Interests

None.

11/24SSC

Staffing Matters

The Committee had been adjourned on 24 May 2024 and was due to consider oral and written statements from _____ who had been named in a staff grievance.

However, since the last meeting of the Committee, legal advice had been issued by the National Association of Local Councils, and distributed by the Suffolk Association of Local Councils, following a High Court ruling in relation to Ledbury Town Council. This had established that any grievance relating to the Code of Conduct must be referred to the principal authority's Monitoring Officer (unless it could be resolved by informal mediation at town or parish council locally). Indeed, it would be unlawful for a town or parish council to consider such a grievance.

A town and parish council was however able to consider elements of the grievance which did not relate to the Code of Conduct once the scope of the Monitoring Officer's investigation was clear.

The Chair of the Committee had notified _____ concerned of this development.

In these circumstances it was RESOLVED:

- That the Committee could not consider the grievance further at this stage;
- That the staff member who had lodged the grievance be invited to refer her Code of Conduct complaint to the Monitoring Officer;
- That any matters in the grievance which were not within the scope of the Monitoring Officer could be considered later;
- That any matters arising in relation to the Town Council's engagement with the organisation referred to in the grievance could be a matter for further report to the Town Council.

[Note: the Committee had informal meetings with both the staff member who had lodged the grievance and _____ who were the subject of the grievance to explain the position. The staff member indicated that she would be referring her grievance to the Monitoring Officer as a Code of Conduct complaint].

Signed _____ Date _____

The meeting closed at 3:00 pm.

Minutes taken by Cllr John Findlay

Signed _____ Date _____