

Castle Bromwich Parish Council

N.B. All Minutes are deemed as draft until formally approved and signed.

**MINUTES OF THE MEETING OF THE STAFF PANEL  
HELD IN THE YORK ROOM AT ARDEN HALL, CASTLE BROMWICH  
ON WEDNESDAY, 10TH AUGUST 2011 AT 7.15 PM**

**Present:**           **Chairman**            Cllr Mrs Haywood  
                          **Councillors:**        Cllr E Knibb  
  Cllr I Hiley  
  Mrs D Weir            Assistant Clerk to the Council

**1. Apologies**

Apologies were received and accepted from Cllr Riordan who was on holiday.

**2. Declarations of personal or other interests**

None Declared

**3. Minutes of the previous Meeting**

**ON THE PROPOSITION** of Cllr Knibb, **SECONDED** by Cllr Hiley **IT WAS UNANIMOUSLY RESOLVED** that the minutes of the meeting held on Friday , 29th July 2011 having been circulated, be signed as a true and accurate record.

**4. Complaint against Employee**

Members considered the email response from the complainant dated 4th August 2011.

**IT WAS UNANIMOUSLY RESOLVED** that after careful consideration of all the documentation, and consideration of the response from the complainant, the Staff Panel could find no evidence to substantiate the complaint and that no further action be taken.

**5. Grievance from Employee**

**IT WAS UNANIMOUSLY RESOLVED** that the Staff Panel note the employee's response confirming her grievance is withdrawn and she wished no further action be taken.