

**MINUTES OF THE MEETING OF THE STAFF  
PANEL HELD IN ARDEN HALL,  
CASTLE BROMWICH, ON WEDNESDAY  
11TH JUNE 2014 AT 5.30 PM**

**Those present:**

**Chairman:** Cllr J Riordan

**Councillors:** Cllr Mrs. Allen Cllr E Knibb

**Officers:** Mrs. C Tibbles, Clerk to the Council/RFO [except part Item 8]

**Public:** None

**1. Election of Chairman.**

**ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Riordan be elected as Chairman for this civic year.

**2. Apologies for absence.**

None.

**3. Declarations of pecuniary or conflict of interests.**

None declared.

**4. Dispensations.**

None requested.

**5. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Knibb, **IT WAS RESOLVED** that the Minutes of the Meeting held on Tuesday 4<sup>th</sup> March, 2014, having been circulated, be signed as a true and correct record of the Meeting. The meeting planned for 21<sup>st</sup> March, 2014 had been cancelled.

**6. Questions from the Public.**

Under Standing Order 70, the Chairman prepared to adjourn standing orders to invite questions from members of the public but there were none in attendance.

**7. Terms of Reference.**

Following consideration, **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the terms of reference be approved and the meeting dates were duly noted. The document was duly signed without any changes and recommended to the Council.

**8. Staff Issues.**

**ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that due to the confidential nature of the material being discussed, under Section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 of Schedule 12A of the said Act, that the public be temporarily excluded and be instructed to withdraw. Members noted the serious concerns of the Clerk and following discussion **AGREED** that reminders on due process should be issued jointly to members and staff. An update was given on staff matters, including absences being covered due to holidays, sickness and a resignation. Questions from a member on procedural matters were reported by the Clerk for the benefit of all members. The Clerk reported her

ACTION

Council  
25/6

Clerk  
07/14

Clerk 12/6

concerns on some matters she had witnessed in the park. The Clerk reported another serious issue, which had been dealt with in accordance with procedures and advice received. Members received a letter sent to the Clerk, at which point she withdrew from the meeting while the matter was duly considered. Members **AGREED** the action required and made provisional arrangements for a hearing. The Clerk re-joined the meeting and was asked to administer their plans.

**ACTION**

Panel  
14/6  
Clerk  
11/6

### **9. Future Staff Planning.**

Members noted the provisional arrangements made by the Clerk with RBS for financial inputting on 3 visits and **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that this be confirmed, subject to an update and review of effectiveness/cost at the July meeting.

Clerk  
12/6

Panel  
1/7

### **10. Pension Scheme.**

Members noted the latest NALC briefing on LGPS and Pension Funding Deficits (FO8-14) and the consultation on LGPS administration costs. The Clerk commended a WALC training opportunity in September on Pension changes that members may like to apply at the following Finance and General Purposes Committee meeting.

Members  
11/6