

**PERSONNEL
ZOOM Meeting**

**MINUTES
Friday 9th October 2020 at 13.00**

Present: Chairman Cllr Dyball, Cllr C Barnes, Cllr M Horwood, Cllr M Foster,
Cllr G Darrington

Also Present: No One

Officers: Assistant Town Clerk Toni Roast

Public Participation

None

11060 APOLOGIES FOR ABSENCE

Cllr C Lee

11061 DECLARATIONS OF INTEREST

None received

EXCLUSION OF PRESS AND PUBLIC

It is recommended that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

RESOLVED – That the meeting should exclude press and public due to the confidential nature of the business to be transacted.

11062 TO DISCUSS PERSONNEL MATTERS

Cllr Dyball outlined 2 separate complaints she had received from residents about a member of staff. Cllr Dyball advised that she had also received an email from a member of staff advising her of their failure to disclose in writing a pecuniary interest. External HR advice has been sort and following the independent fact finding meeting by the HR company with the member of staff via zoom on the 5th October 2020, they recommended that the member of staff be put on paid leave pending further investigation.

Cllr Horwood advised that he had also been involved in liaising with the HR advice firm with Cllr Dyball as Chairman of Policy and Finance. Cllr G Darrington asked how long the suspension was likely to be? Cllr Dyball

advised that this would be as short a time as possible until the conclusion of the formal investigation.

Cllr Dyball put forward a recommendation the member of staff was suspended on full contractual pay pending the formal investigation. This was seconded by Cllr Horwood, put to the vote and agreed unanimously.

Cllr Horwood said it was important to highlight that the decision to suspend was not an indication of wrongdoing by the member of staff. Cllr Dyball advised that the next steps were to write to the member of staff and to put certain housekeeping into place and she would liaise with The Assistant Town Clerk, regarding this.

RESOLVED – The member of staff be suspended until the conclusion of the formal investigation.

Date of next meeting – TBA

MEETING CLOSED AT 13.21

If you would like further information on any of the agenda items, please contact Mrs Toni Roast, on 01322 611663 or troast@swanleytowncouncil.gov.uk

Council Members:

(Chair) Cllr Dyball, Cllr C Barnes, Cllr M Horwood, Cllr M Foster, Cllr G Darrington, Cllr C Lee.