



Stowe by Chartley Parish Council

You are summoned to an Employment Committee meeting which will be held at 2.00 p.m. on Friday 1st November 2024 in Stowe Village Hall. An agenda for the meeting is shown below.

Signed:

25/10/24



N.B. This meeting will be recorded. The recording will be destroyed as soon as the minutes have been approved by Councillors

N.B. Councillors should arrive at 1.30 p.m. to discuss the appraisal review meeting process

AGENDA

- 182/24 To receive apologies for absence and to approve reasons for absence**
- 183/24 To receive Declarations of Interest on any item on the agenda**
- 184/24 To receive applications for Dispensations under the Localism Act 2011**
- 185/24 To decide whether to exclude members of the public and press considering the sensitive nature of the items below**
- 186/24 To exclude members of the public and press if applicable**
- 187/24 To consider agreeing the minutes from the last Employment Meeting on 18.9.24 (Note 1)**
- 188/24 To welcome the Clerk and commence the investigatory discussion meeting with the Councillor who is alleged to have bullied and threatened the Clerk**

N.B. If the above-mentioned Councillor does not attend the meeting then the Committee Members will be required to answer a series of investigatory questions themselves.

189/24 To commence the appraisal review meeting:

- Review last year's objectives
- Address any views or comments the Clerk wishes to discuss with the committee regarding last year's targets or general observations to improve the council's objectives
- Set this year's targets
- Review the Clerk's pay and hours
- Set the month for the next appraisal meeting

Note 1 187/24 To consider agreeing the minutes from the last Employment Meeting on 18.9.24

STOWE BY CHARTLEY PARISH COUNCIL

EMPLOYMENT COMMITTEE MEETING

18.9.24 AT 2.00 pm IN THE VILLAGE HALL

MINUTES

Present: Cllr Mrs Finney (Chair), Cllr Byrne and Cllr Coote

- 157/24 To receive apologies for absence and to approve reasons for absence:** No-one was absent
- 158/24 To receive Declarations of Interest on any item on the agenda:** there were no Declarations
- 159/24 To receive applications for Dispensations under the Localism Act 2011:** there were no applications
- 160/24 To decide whether to exclude members of the public and press considering the sensitive nature of the items below:** there were no members of the public and press present. Nevertheless, it was decided to go into "Confidential".

THE CONFIDENTIAL SECTION OF THE MEETING

- 161/24 To exclude members of the public and press if applicable:** (see above)
- 162/24 To consider agreeing the minutes from the last Employment Meeting on 8.1.24:** It was RESOLVED to agree the minutes. PROPOSED by Cllr Mrs Finney. SECONDED by Cllr Coote.
- 163/24 To review the situation of bullying and threatening behaviour relating to the Clerk in emails dated the 3rd September 2024 from a Councillor:** the emails were discussed and it was agreed that they were threatening. A course of action was then agreed.
- 164/24 To review the arrangements relating to preparing the village hall for meetings:** the arrangements were reviewed.

- 165/24** **To agree a date and time of the next performance review of the Clerk:** This will take place on Friday 1st November at 2.00 p.m. in the village hall
- 166/24** **To agree a report which is to be presented at the next parish council meeting (later that day):** the essence of the report was to recommend a course of action that Councillors should take if they have any concerns about the Clerk's performance (Please see Note below_)

Note

At the Employment Committee meeting it was decided to ask **all councillors** to review any email or other correspondence sent to the clerk prior to sending it, and if it made any attempt to question the clerk's performance or constitute any threatening motives or bullying actions then this correspondence should be sent in the first instance to the PC Chair and the Employment Committee Chair, who will review it and then send it on to the clerk.