

# Tunstall Parish Council

Minutes of the Extraordinary Meeting of the Parish Council held on Friday 17th September 2021

Present: Cllr Louisa Roberts (Chairman); Cllr Lee Burgess; Cllr M Hibben; Cllr Vivien Rich

## 1. APOLOGIES FOR ABSENCE

There were none. There was a slight delay to entry into the Midwinter Room so the meeting commenced at 10.10am. Cllr Roberts was appointed note-taker.

## 2. DECLARATIONS OF INTEREST

There were none.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, It was **RESOLVED** that the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

## 3. STAFFING MATTERS

It was **RESOLVED** to pay the outstanding invoice of £1460.00 plus VAT (£292.00) to the HR advisers for work carried out in August.

It was **RESOLVED** to complete the ET1 form as directed.

It was noted that actions plans were underway and a panel meeting booked for 27<sup>th</sup> September 2021.

It was **RESOLVED** that the parish council will purchase a new laptop, to ensure the latest security measures were in place, considering the move to internet banking

It was **RESOLVED** to follow the advice of the insurers and HR Shared Services (Swale/Maidstone) to conduct an independent investigation immediately.

It was **RESOLVED** to allow up to a maximum of £1500 from the reserves budget to fund the independent investigator.

It was **RESOLVED** that given the continuing need for HR advice to pre-pay HRSP an additional £365.00 plus VAT (£73.00) for 5 hours advice time, some of which may already have been used.

There being no further business, the meeting closed at 11:30am

Signed.....

Date.....

Initial.....