

**BARNARD CASTLE TOWN COUNCIL  
STAFFING SUBCOMMITTEE MEETING**

**12 AUGUST 2019**

**PRESENT:** Councillor Mrs Moorhouse (in the Chair); Councillors Blissett, Harrison and Sutherland.

**Officers:** Mr King (Town Clerk).

Apologies Received From: Cllr Finlay

**NOTES**

**STAFFING**

**I. NOTES OF MEETINGS – FOR CONFIRMATION**

- a) Staffing Subcommittee 5 August 2019
- b) Staffing Subcommittee 6 August 2019
- c) Review Panel Meeting 7 August 2019

**RESOLVED:** That the notes be confirmed.

**II. CONFIRMATION OF DISMISSAL**

Subject to the decision taken on 5 August 2019 to dismiss [REDACTED] from the post of [REDACTED] with immediate effect, agreement was sought to a payment in lieu of notice (PILON), calculated on four weeks' notice, 3 working days in August, and accrued leave as follows:

Based on Annual Salary of:	£ [REDACTED]	
From 01-Aug-19		
05-Aug-19	3 working days	£ [REDACTED] (22 workdays in month)
Four Weeks		£ [REDACTED] 4
Accrued Leave		£ [REDACTED]
<b>PILON</b>		<b>£2,998.19</b>

Payment to be made in August salary run on Friday 30 August.

**RESOLVED:** That the payment be confirmed as stated.

**III. REQUEST TREATED AS APPEAL FOR REINSTATEMENT**

A request received from [REDACTED] was considered. Confirmed that a panel will meet a 5pm on Monday 19 August, comprising Cllrs Blissett, Miss Blissett and Drew (Appeals Panel). [REDACTED] to be invited to attend, accompanied, and submit any material by 5pm on Thursday 15 August. Advice on the purpose and conduct of this meeting had been received from CLR Law.

**RESOLVED:** That the position be noted.

**IV. ESTABLISHMENT OPTIONS**

Received a report setting out options to restructure the town council's staffing establishment in light of the vacancy occasioned by the departure of the Deputy

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Clerk. Existing staff had been consulted on the redistribution of existing work functions as part of the restructuring proposal.

The baseline cost of the existing structure in 2019/2 was confirmed as £103,155. A revised option was proposed:

<b>Proposed Establishment 2019/20</b>	<b>Scale</b>	<b>FTE</b>	<b>Salary</b>	<b>Pro-rata</b>
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	<b>Total</b>	<b>3.6</b>		<b>£94,144</b>

The equivalent annual saving of this establishment in 2019-20 would be £9,012. It was noted that the maximum (top of scale) costs for both models, based on 2019 pay scales are £104,125 and £105,228, meaning that the proposed establishment would be £1,103 more after 5 years (i.e. by 2024-25).

**RESOLVED:** That a revised structure, as stated, be recommended to the meeting of the Resources Committee on 9 September 2019.

**V. CONFIRMATION OF NEXT MEETING**

It was noted that the Review Panel would meet to hear the appeal from ██████████ on 19 August at 5pm. It was confirmed that the Staffing Subcommittee should meet as soon as practical thereafter to confirm the outcome of the appeal.

Cllr Harrison offered his apologies for the week commencing 19 August. Other members were available early on Tuesday 20 August.

**RESOLVED:** That the next meeting of the Staffing Subcommittee would take place at 9:30am on Tuesday 20 August.