

**Minutes of Uppingham Town Council Staffing Committee Meeting, held via Zoom, 6.30pm,  
Wednesday 26 August 2020 - DRAFT**

**SC20/008 1 – WELCOME AND APOLOGIES**

**Present:** Lindsay Cooper (Chair) Liz Clarke, Mark Shaw, Sam Findlay, Ron Simpson, David Ainslie. Miranda Jones and Alec Crombie joined the meeting at item 4.

Town Clerk Debbie Bettles was also present.

Apologies received from Lucy Lewin due to illness. Miranda Jones advised she would be late.

**Resolution:** It was proposed by Lindsay Cooper, seconded by David Ainslie and unanimously agreed that apologies be accepted.

**SC20/009 2 - DECLARATION OF MEMBERS INTERESTS AND APPLICATIONS FOR DISPENSATION**

None declared

**SC20/010 3 - TO CONFIRM THE MINUTES OF THE MEETING HELD ON 15TH JULY 2020**

**Resolution:** It was proposed by Mark Shaw, seconded by David Ainslie and agreed (4 in favour, 2 abstentions) that the minutes be confirmed with a note that updates to outstanding actions be provided at the next meeting of the Staffing Committee.

**SC20/011 4 - TO CONSIDER RETAINING THE CURRENT TEMPORARY ROLE OF PROJECT OFFICER FOR A FURTHER 4 WEEKS**

**Resolution:** It was proposed by David Ainslie, seconded by Alec Crombie and unanimously agreed to recommend to Full Council that the post of Temporary Project Officer be extended for a further four weeks. It was agreed to add a task of applying for a grant for NPAG to the list of tasks for the Project Officer and that the Clerk should cover admin tasks relating to the calling of meetings.

*At this point the meeting entered private session and the Clerk was asked to leave the meeting, pursuant to standing order As such there are no minutes for the following Agenda items:*

**SC20/012 5 – TO REVIEW THE WORKLOAD OF THE CLERKS OFFICE AND RECOMMEND TO FULL COUNCIL HOW TO BEST MANAGE THIS GOING FORWARD**

**SC20/013 6. - TO DISCUSS THE ROLE OF HR CONSULTANT AND ARRANGE A MEETING BETWEEN THEM, THE CHAIR AND ONE OTHER COMMITTEE MEMBER**

**The meeting closed at 7.30pm**