

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL  
PETERLEE

ON MONDAY 14<sup>TH</sup> JUNE 2010

PRESENT: COUN C AUSTIN (CHAIR)

Mesdames:- S Mc Donnell, L Wood, J I Measor & J Black

Messrs:- R Kyle, T A Jones, J Alvey, H Bennett MBE, J Hardy, W M Jeffrey, R Curtis, R W Jones, D Langan, C J Metcalfe, R Huitson, D Milsom & E W Hall

**MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE WITH THE CODE OF CONDUCT.**

3. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillor G Cowie,(asthma).

4. THE MINUTES OF THE LAST MEETING a copy of which had been circulated to each Member, were agreed.

5. REPORTS OF THE APPOINTMENT PANELS OF THE 10<sup>TH</sup> MAY & 19<sup>TH</sup> MAY 2010, a copy of which had been circulated to each Member, were accepted.

Members were advised that Mrs Hancock was to commence her employment with the Town Council on 28<sup>th</sup> June 2010.

**RECOMMENDED that the information given, be noted.**

6. ADVISORY BULLETIN & CIRCULARS – LOCAL GOVERNMENT EMPLOYERS ADVISORY BULLETIN NOS. 562, 563, 564 & 565

Members were circulated with extracts from these bulletins.

**RECOMMENDED that the information given, be noted.**

7. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

8. OVERTIME REPORT

The Overtime Report and Hours Worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered.

**RECOMMENDED that the contents of the report be accepted.**

9. ABSENCE REPORT

The Absence Report, detailing staff absence since the last meeting of this Committee, had been circulated to each Member for their information.

**RECOMMENDED that the contents of the report be accepted.**

10. LETTER FROM THE DEPUTY TOWN CLERK

**RECOMMENDED that consideration of this matter be deferred.**