

ELLESMERE TOWN COUNCIL

**Minutes of the meeting of the Staffing & Governance Sub-Committee held virtually on Thursday
21st May, 2020 at 1.00pm.**

PRESENT: Chair: Cllr P Goulbourne
Councillors: Cllrs G Elner, R Hartley, D Lunn and A Wignall
Town Clerk & RFO: Joanne Butterworth
Assistant Clerks: Phil Smith and Jean Hynes

SG/1/20 **To Receive Apologies and Reason for Absence.**

Cllr J Frost and G Hutchinson had tried to join the virtual meeting, but were unable to participate due to technical problems.

SG/2/20 **Disclosure of Personal and Prejudicial Interests in Items on the Agenda**

None received.

SG/3/20 **Grant Dispensations**

None received.

SG/4/20 **Minutes**

It was moved by Cllr A Wignall, seconded by Cllr G Elner and

RESOLVED - that the minutes of the meeting on 21 February, 2020 be approved and signed by the Chair as a true record.

SG/5/20 **Public Participation Session**

No public were present

SG/6/20 **Exclusion of Press and Public**

It was moved by Cllr A Wignall, seconded by Cllr G Elner and

RESOLVED - that in accordance with the Public Bodies (Admission to Meetings) Act 1960 and Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds that they may involve the likely disclosure of exempt information as defined in the Acts.

SG/7/20 **Exempt Minutes**

The exempt minutes of the meeting of the Sub-Committee held on 21st February 2020 had been e-mailed to Members. It was moved by Cllr G Elner, seconded by Cllr A Wignall and

RESOLVED – that the exempt minutes of the meeting held on 21st February 2020 be approved and signed by the Chair as a correct record.

SG/8/20

Town Hall Staffing During Covid-19 Crisis

Further to the decisions taken by the Town Council on 20 March 2020 regarding the closure of the Town Hall, the risk assessment of staff and the delegations given to the Town Clerk, the Chair reported that the Town Hall staff had been furloughed on full pay since 24 March. The Town Clerk added that it had initially been thought that the Government's national scheme to fund 80% of the wages of furloughed staff would not apply to local councils. However, a case had been made to HMRC that, because income received from the use of the Town Hall directly contributed to the wages of Town Hall staff, the loss of that income affected the Council's ability to continue to pay those staff. HMRC had accepted this and agreed to fund 80% of the furloughed staff's wages backdated to 24 March. In response to a question, the Town Clerk reported that this arrangement did not apply to Town Council staff, 2 of which are now working back and the office and one from home.

Members congratulated the Town Clerk and Assistant Clerk (JH) for their efforts in securing the Government funding for furloughed workers. The Town Clerk added that a decision was needed on whether to pay the remaining 20% of the furloughed staff's wages. It was moved by Cllr R Hartley, seconded by Cllr G Elner and

RESOLVED – that the Council pay the remaining 20% “top-up” of the Town Hall staff's wages for the period of the Government's existing furlough scheme.

The Town Clerk also reported on the proposed arrangements to cover the maternity leave of one of the Caretaking Assistants commencing from 23 July 2020. It was moved by Cllr G Elner, seconded by Cllr A Wignall and

RESOLVED – that the proposed maternity cover arrangements be approved.

The meeting closed at 1.13pm

Chair:

Date: