

	<i>Meeting (No)</i>	<b>Full Council Additional Meeting (8)</b>
	<i>Time &amp; Date</i>	<b>8<sup>th</sup> December 2022 at 5.30pm</b>
	<i>Location</i>	<b>Neston Town Hall</b>
<b>Draft - Minutes</b>		

**Present:** Cllrs Kynaston (Mayor), Cragg, Davies (following item 112), Doughty, Griffiths, Hinks, Hudspeth, Marple (during item 114) and Wastell and P Cooper (Council's advisor) and A Kunaj (Council Manager up to item 118).

## **PART 1: Items considered in the presence of the press and public**

### **110 Apologies for absence**

Resolved to approve apologies from Cllrs Jones (business), Samuels (personal), Townsend (personal) and Warner (personal).

Cllrs Flockhart and Jackson were absent.

### **111 Questions and comments from residents:** None.

### **112 Minutes of the meeting**

**Resolved** to approve the minutes of the meetings held on 29<sup>th</sup> November 2022 as a true and correct record. The Mayor signed the minutes.

### **113 Declarations of Interest:** None.

### **114 Post Office – Limited Service**

An update on proposal for a Post Office with limited service at the Town Hall for 2 days per week for 2 hours on each occasion, free of charge was provided by the Mayor. A further meeting is being scheduled.

### **115 Local Council Awards Scheme**

- a **Resolved** to submit application for the LCAS, foundation level.

**Resolved** that all documentation and information is in place for application of the foundation level award.

The Council Manager was thanked for preparing and ensuring that the necessary paperwork was in place and application form completed for this award, before the anticipated timescale set by Council.

- B **Resolved** to approve the £50 registration fee and £80 accreditation fee in order to submit the application, to come from budget line 4064 subscriptions.

### **116 Next Meeting**

Members noted the date of the next scheduled meeting as 24.01.2023.

### **117 Any other Items**

None.

**Mayor's initial and date**

## **118 Exclusion of the Press and Public**

**Resolved** that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the items (paragraph 3 – financial or business affairs of any particular person). To consider that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the items (paragraph 3 – financial or business affairs of any particular person).

The Council Manager left the meeting.

## **PART 2: Items considered in the absence of the press and public**

### **119 Staffing Review**

- a Council considered a report from the Cheshire association of Local Councils. It was resolved that;
  - 1. The recommended Staffing Structure be approved as set out in the report, with implementation dates to be agreed at future meetings, as the 2023-24 Budget is progressed.
  - 2. The recommended recruitment and consultation process be approved and consultation be delegated to the Mayor, Deputy Mayor and Councillor Simon Davies (representing the Chairman of Human Resources) in conjunction with the advisor. This sub-committee be given authority to agree minor amendments to approved job descriptions.
  - 3. New contracts of employment be issued at the appropriate time for each appointment with guidance from the Council's HR advisors.
  - 4. The Job Descriptions/Person Specifications appended to the report be approved, subject to 1. above.
  - 5. If required following the consultation meetings, a further Council meeting be called on 16<sup>th</sup> December 2022.

Meeting closed at 6.45pm

**Signed**\_\_\_\_\_ **Dated**\_\_\_\_\_