

ST DENNIS PARISH COUNCIL

Minutes of the Staffing Committee Extra Ordinary Meeting held at the Claytawc Centre, St Dennis on Tuesday 18th of August 2026 at 6.30pm.

Present: Cllr Edmunds (Chair), Cllr Kelsey (Vice Chair), and Cllr James.

In Attendance: Locum Clerk

S47/26 Apologies

None.

S48/26 Declarations of Interest

None.

S49/26 Public Participation

None

S50/26 Committee meeting Minutes

It was **Resolved** to adopt the minutes of the committee meeting held on 4th August 2026. The Chair duly signed the minutes.
Proposed, seconded, all voted in favour.

S51/26 Confidential Matters

It was **Resolved** that under the Public Bodies (Admission to Meetings) Act 1960, the public, representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the following business to be transacted.
Proposed, seconded, all voted in favour.

Staffing Matter

Cllr Edmunds gave an update on the Occupational Health Referral.

Cllr Edmunds gave an update on the Subject Access Request received.

Members were notified of the latest correspondence received from ACAS. It was **Resolved** to send the correspondence to Bright HR, to contact CALC and request access to the solicitor service provided as part of the membership, to make Councils insurance company aware of the documentation received, and to contact ACAS requesting an extension to the 10-day deadline stating the reasons as discussed.
Proposed, seconded, all voted in favour.

HR Advisor Report

It was **Resolved** to accept the independent investigators report and the recommendations therein, namely, to dismiss the grievance in its entirety. Cllr Edmunds would send the report, appendices and transcripts with the accompanying letter to the claimant with the details on the right to appeal. Any appeal would need to be addressed to the Council's appointed Appeal Panel.
Proposed, seconded, all voted in favour.

The committee was advised of the process and options available to the Appeals Panel if any members felt they could not be impartial or had previous knowledge of the matters raised.

There being no other business, the Chair closed the meeting at 19.35

Signed.....Date.....
Chair of the Staffing Committee.

DRAFT