

## **Batheaston Parish Council**

### **Minutes of the Emergency Meeting of the Council at 7:15pm on Friday 22nd May 2020**

**Present: Councillors Patrick Vandesteen (Chairman),  
Matt Tovey (Vice Chairman), Derek Greener, Catherine Gregory,  
Catherine McCarthy, Andrew Jeffryes, Alexis Pavlou.**

In attendance: Richard Maccabee (Clerk) items 1-3.1 only.

- 1. Apologies for absence.** Councillors Paula Day and Hannah Squire.
- 2.** There were no **declarations of interest** from councillors.
- 3.** The Chairman outlined the background. This meeting has been called to ensure that the council meets its obligations regarding the Clerks probation period which ends on 27<sup>th</sup> May 2020. Given that the Human Resources Committee is not quorate its roles and responsibilities revert to full Council.
  - 3.1. Council noted** that the probation period for the Clerk comes to an end on 27<sup>th</sup> May 2020, and that the Council is obliged to take a decision on this matter. Furthermore, to note that the Human Resources Committee is not properly constituted and not able to act on behalf of the Council.
  - 3.2.** The Clerk left the meeting.
  - 3.3.** The chairman outlined the approach for determining the performance of the Clerk. Each councillor in turn to provide feedback (up to 2 minutes) on the Clerks performance.
  - 3.4.** All councillors provided feedback on the Clerks performance with exception of Councillors Pavlou and Greener who declined to provide feedback.
- 4. Council approved** the Chairman's proposal to reverse the order of agenda items 4. 5 and 6.
  - 4.1. Council resolved NOT** to terminate the Clerks employment on 27<sup>th</sup> May per the terms of the agreed employment contract.
  - 4.2. Council resolved NOT** to extend the Clerks probation period by 3 months to 27<sup>th</sup> August 2020 per the terms of the agreed employment contract.
  - 4.3. Council resolved** to confirm the Clerk's appointment as permanent at the end of the probation period on 27<sup>th</sup> May 2020.
- 5. Council approved** the Chairman's proposal to substitute Councillors Vandesteen and Tovey for Councillors Pavlou and Greener in agenda item 7.
  - 5.1. Council resolved** to authorise Councillors Vandesteen and Tovey to communicate the appointment decision to the Clerk, with a summary of the performance discussion to constitute the review in support of the council decision.

**Cllrs Vandesteen / Tovey**

**6. AOB.**

- 6.1.** Councillors are experiencing difficulties with email communication. It was agreed that each councillor will be sent a confirmatory email to both official BPC email address and personal email address to rectify problems. The Chairman undertook to ask the Clerk to do this.

**Councillor Vandestein**

- 7. Chairman** thanked everyone for attending the meeting.

**Meeting closed at 7:51pm**

**Forthcoming Meetings**

Parish Council Meeting, 7:15pm on Tuesday 16<sup>th</sup> June 2020 venue to be confirmed

Parish Council Meetings are open meetings; members of the public are welcome to attend and may speak by invitation.

Signed: -  Parish Clerk      Date 8<sup>th</sup> June 2020