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.


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 27th 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 27th 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 27th May per the terms of the agreed employment contract.

4.2. Council resolved NOT to extend the Clerks probation period by 3 months to 27th 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 27th 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 Vandesteen

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

**Meeting closed at 7:51pm**

**Forthcoming Meetings**

Parish Council Meeting, 7:15pm on Tuesday 16th 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 8th June 2020