

## LEDBURY TOWN COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING  
HELD AT 7.30 PM ON THURSDAY 5<sup>TH</sup> MAY 2016 IN THE MARKET HOUSE

PRESENT: Councillors: The Town Mayor, Councillor A Crowe, Chairman.  
Councillors: D Baker, R Barnes, P Bettington, A Bradford, M Eager, E Fieldhouse, K Francis, A Harrison, E Harvey, N Morris, J Roberts, N Roberts, A Warmington, R Yeoman.

In attendance: Mrs L Wilcox – Acting Clerk

1. APOLOGIES FOR ABSENCE: Councillor M Mackness.
2. DECLARATIONS OF INTEREST & WRITTEN DISPENSATION REQUESTS:  
There were no declarations of interest.
3. HALC CLERK COVER FOR THE MEETING
  1. There was detailed debate concerning clerk cover by Mrs L Wilcox from HALC.
  2. It was RESOLVED that Mrs Wilcox should act as clerk for the meeting.

*Public Bodies (Admission to Meetings) Act 1960*

*In order to progress confidential employment matters, it was resolved to exclude members of the public.*

4. EMPLOYMENT MATTERS

The Chairman again asked if there were any declarations of interest and:

Councillor Harvey declared a “Disclosable Non Pecuniary” interest and signed the declaration sheet accordingly.

Councillor Harrison declared a “Disclosable Non Pecuniary” interest and signed the declaration sheet accordingly.

4.1 (i) **Ledbury Town Council Grievance Panel meeting held on 21<sup>st</sup> March 2016**

The meeting noted from the draft minutes that the Panel had RESOLVED to uphold the complaints of the Town Clerk and Deputy Town Clerk against Councillors Harvey and Harrison.

(ii) **Ledbury Town Council Appeal Panel meeting held on 19<sup>th</sup> April 2016**

The meeting noted from the draft minutes that the Panel had RESOLVED to uphold the decision of the Grievance Panel meeting held on 21<sup>st</sup> March 2016.

5. CONSIDERATION OF ACTION IN THE LIGHT OF THE ABOVE DECISIONS

Following detailed discussion, and mindful of the Town Council’s duty to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all their

employees and that failure to address the issue could result in a fundamental breakdown of trust and confidence between the Town Council as employer and its employees, it was RESOLVED to take the following action, in order to reduce contact between the two officers and the two councillors concerned, and thereby help prevent the on-going bullying, intimidation and harassment of staff:

- 5.1 Councillors Harvey and Harrison not to serve on any of Ledbury Town Council's committees, sub-committees, panels or working/steering groups.
- 5.2 Councillors Harvey and Harrison not to be eligible to substitute for a member of any of Ledbury Town Council committees, sub-committees, panels or working/steering groups.
- 5.3 Councillors Harvey and Harrison not to represent Ledbury Town Council on any outside body.
- 5.4 All communication between Councillors Harvey and Harrison and the Clerk and Deputy Clerk to go through the Ledbury Town Council Mayor or Deputy Mayor in his/her absence.
- 5.5 That Herefordshire Council be informed of the above actions taken by Ledbury Town Council.
- 5.6 That all bodies affiliated to Ledbury Town Council be informed of the above actions taken by Ledbury Town Council.
- 5.7 The time period for 5.1 – 5.6 to remain in place, shall be:  
From the Annual Meeting of Ledbury Town Council on 12<sup>th</sup> May 2016 until the Annual Meeting of Ledbury Town Council in May 2017, when the matter may be reviewed.

SIGNED .....  ..... DATE ..... 12.05.2016 .....