

Minutes of an Additional Meeting of the Town Council held at the Town Hall, Rye, on Monday 7 January 2019

PRESENT Councillors Mike Boyd (**Mayor**), John Breeds, Cheryl Creaser, Bernardine Fiddimore, Rebekah Gilbert (**Deputy Mayor**), Pat Hughes, Jo Kirkham, Ray Prewer, Andi Rivett, Andy Stuart

IN ATTENDANCE Richard Farhall - Town Clerk; Jessica Neame – General Assistant *[part]*; John Minter – *Rye News [part]*; Barry Blakelock – Executive Headteacher, Rye College & Community Primary School *[part]*

The meeting commenced at 6.30pm.

124 APOLOGIES

Apologies for absence – and the reasons as lodged with the Clerk – were accepted from Cllrs Sam Barnes, Charlie Harkness and Ian Potter.

125 CODE OF CONDUCT

There were no disclosures of interest nor requests for dispensation.

126 RYE COLLEGE – USE OF TOWN SEAL

Members were invited to consider the Executive Headteacher’s proposed changes to the College’s use of the Town Seal.

Speaking from the Gallery, Mr Blakelock advised that he was updating the signage/branding. He was proposing to remove the Latin inscription from around the Town Seal and replace it with ‘Rye College’ and ‘creating bright futures for all’. The design would reflect school colours. He was seeking the Council’s support for the proposed changes to the logo which, he suggested, had been undertaken sympathetically. He was keen to ensure that the logo continues to reflect the town’s history and the College’s relationship with RTC.

Comments included: the design had been amended sympathetically; if RTC gave its consent other organisations might seek to use a variation on the Seal; the proposed design is clear and easy to understand; the design helps to keep young people in touch with their roots and local tradition.

RESOLVED (unanimous) **To support the proposed changes to the College logo.**

Mr Blakelock was aware that there had been a lot of changes at the College and Primary School over the last 18 months or so and was keen to re-engage with the Council. He would be happy to attend another Council meeting – together with the CEO of the Aquinas Trust – in order to outline the Trust’s vision and answer questions.

RESOLVED To arrange for the Executive Head and Trust CEO to present to the ATM on 6 March. Clerk

127 HONORARY FREEMAN SCHEME

Cllr Creaser suggested allocating a wall within the Council Chamber, upon which to permanently record the names of those awarded Honorary Freeman/womanship by the Council.

Cllr Jonathan Breeds was aware that some other towns give their Honorary Freeman a brooch/badge or sash to wear at appropriate events.

It was noted that a board in the Buttermarket would need regular maintenance.

RESOLVED (unanimous):

- (a) **To accept Cllr Jonathan Breeds' offer to look into the cost of commissioning – and the supply of - a suitable brooch/badge.**
Cllr Jonathan Breeds
- (b) **To allocate a wall within the Chamber for the proposed honour board.**

Cllr Hughes suggested that the brooch/badge design should be included on the honour board.

128 GRANT APPLICATION

Members re-considered – in the light of additional information received - a request from the Pett Level Independent Rescue Boat Association for a grant of '£250 plus' towards the refurbishment of a reserve launch vehicle.

RESOLVED To award a grant of £500.

Clerk

129 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED In accordance with the Public Bodies (Admissions to Meetings) Act 1960 (1)(2), to exclude the public and press from the items following on the grounds that they include consideration of the terms of employment of members of staff, or a matter that may result in a claim against the Council, or the protection of Town Council property.

130 STAFFING

(a) **Annual Leave**

It was noted that, for operational reasons, over the last 6 months the Clerk and General Assistant have had difficulty taking annual leave.

RESOLVED To ask the Clerk to outline options (which could include carrying over untaken leave into more than one year).

Clerk

(b) **Grievance**

(i) **Hearing**

RESOLVED 1 To support the view of those Members who have investigated the grievance - that the grievance should not be upheld.

RESOLVED 2 To appoint Michael Foster to represent the Council's position at the Appeal Hearing.

Clerk

RESOLVED 3 To appoint Amy Head as the independent note taker for the Hearing.

Clerk

RESOLVED 4 To ensure confidentiality, to hold the Hearing at the Town Hall (as intended).

RESOLVED 5 To engage with the ACAS Conciliator.

Clerk

(ii) **Grievance Procedure (Stage 2) Operational Recommendations**

Recommendation A That RTC should consider drafting – and adopting - an internal procedure to ensure that final decisions made by the Council that could have an impact on members of staff are communicated to those staff members, where operationally appropriate, in a timely manner.

RESOLVED To seek Michael Foster's opinion before considering the Recommendation further. Clerk

Recommendation B That RTC should adopt a general agreement – or policy – that work emails should not be sent to an employee's private email address before 8am, or after 6pm, or at all at weekends.

RESOLVED To adopt the staff communications policy following:

Unless it clearly involves an urgent or pressing matter – or they wish to respond – staff are not expected to respond to work-related communications outside of their normal or scheduled working hours. Clerk

131 RYE HERITAGE CENTRE

Members were invited to consider ways of reducing the risk of theft of a specific item.

RESOLVED To ask the Clerk to ascertain the cost of a possible security measure. Clerk

The meeting ended at 7.45pm

Date Chairman