

TACOLNESTON PARISH COUNCIL

Temp PARISH CLERK. Sue Bunn, Tacolneston Parish Council, Tacolneston & Fornsett Recreation Centre, West Way,
Tacolneston, Norwich. NR16 1BZ

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Minutes of the Extraordinary Meeting of Tacolneston Parish Council held in Tacolneston Village Hall on

Wednesday 27th February 2019 at 7.00pm.

Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press cannot attend the meeting due to a confidential Human Resources matter being discussed.

Present: Cllr Spratt (Chair), Cllr Cleary (Vice Chair), Cllr Darrell, Cllr Manning,
Cllr McClenning, Cllr Maginn. Sue Bunn (Clerk).

1. To consider accepting apologies for absence. None. **19/115**
2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed. None. **19/116**
3. Exit Interview discussions and conclusions. The previous Clerk asked for an Exit Interview in her letter of resignation. This was conducted by two Councillors. The grievance brought by the previous Clerk against the Council and a Councillor had been investigated. The final Summary of Findings was read to the Council. The results of this independent investigation could find no fault with the conduct of the Councillor implicated. The independent investigation made the following recommendations to the Council.
 - a. The adoption of a Member Officer Protocol.
 - b. Verbal and written advice for public at meetings, to include: a clear guidance as to when the public can and cannot speak, instruction that questions and comments should be directed through the Chairman and advise that immediate answers may not always be available.
 - c. Further consideration of the Communications Policy.
 - d. Whole council mediation.
 - e. Tighter and more formal chairing of meetings. **19/117**

The implicated Councillor agreed to pass a copy of the independent findings to the Clerk but requested that further copies should not be made and distributed. **19/118**

The Clerk was asked to prepare a letter to the previous Clerk expressing Tacolneston Parish Councils gratitude for her hard work and professionalism during her time in the post. The letter is to be signed at the next Parish Council meeting. **19/119**

4. Meeting Closed. 8.07pm