

**MINUTES OF THE MEETING OF THE STAFF
PANEL HELD IN ARDEN HALL,
CASTLE BROMWICH, ON TUESDAY
10TH DECEMBER 2012 AT 4.30 PM**

Those present:

Chairman: Cllr Mrs. Haywood

Councillors: Cllr E Knibb Cllr J Riordan

Officer: Mrs. C Tibbles [Except part Item 3]

Public: None

1. Apologies.

None.

2. Declarations of pecuniary or conflict of interests.

None.

3. Grievances from staff.

ON THE PROPOSITION of the Chairman, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that this item be considered under confidential terms, as the discussion of staff grievances was exempt under Schedule 12A of the Local Government Act 1972. The Chairman reported that she had received two grievances from staff, which she had acknowledged, and that she had called this meeting to consider and agree the process. The Clerk informed members that she was not aware of the contents of the grievances. Following discussion of the policy, **IT WAS UNANIMOUSLY RESOLVED** that separate meetings should be held with the members of staff at the earliest convenient date. The Chairman would write to staff in accordance with the policy outlines and seek the necessary information. The Clerk was asked to arrange for an independent notetaker and book the necessary meeting room.

ACTION

Chairman
10/12

Clerk
10/12

