

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 2<sup>nd</sup> June 2015**

**Present:** Councillor J White (Chairman)

Councillors R Bagnall, J Clark, M Clark, E Connor, W Hill, D Langan, D Tait, D Nicol, I Roberts, W Smith and L Williams.

**Staff:** P Davison (Clerk), Ms J S Hunt (Assistant Clerk).

**Also Present:**

**HPC** **Apologies for Absence.**  
**15/16/048** **RESOLVED:** Apologies RECEIVED and approved for Councillor E Wood.

**HPC** **Public Participation.**  
**15/16/049** There were no members of the public currently present.

**HPC** **Sunderland Road Pavilion.**  
**15/16/050** Members gave consideration to setting a date for the next working group meeting.

**RESOLVED:** that the working group meeting be held Thursday 4<sup>th</sup> June 2015 at 3:15pm.

**HPC** **Exclusion of Press and Public.**  
**15/16/051** **RESOLVED:** that in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act, 1960, the press and public be excluded from the meeting for the following item of business on the grounds that it involves information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**HPC** **Recording of Staff Timekeeping.**  
**15/16/052** Members gave consideration to the possible installation of clocking in/out system for the monitoring of staff timekeeping.

A lengthy discussion ensued and it was;

**RESOLVED:** that a signing in and out book system be implemented with immediate effect in the 4 main work places in the interim whilst costings are investigated for a new electronic clocking system which are to be placed on the next agenda if possible.

***The Clerk declared a prejudicial interest and left the room at 7.45pm. He then returned at 8.28pm.***

**HPC** **Phased return to work of the Clerk to the Council.**  
**15/16/053** The Chairman gave Members an update on the situation

**RESOLVED:** that the information given be NOTED.

***The Assistant Clerk declared a prejudicial interest and left the room at 8.29pm.***

**HPC** **Administration Staff Acting Up Allowances.**  
**15/16/054** The Clerk and the Chairman provided an update on the situation.

**RESOLVED:** that

- (i) The Assistant Clerk be paid the hourly rate for the Clerk to the Council for the shortfall in hours during the Clerk's phased return to work over the three week period.
- (ii) The Administration and Finance Officer be paid the hourly rate for the Assistant Clerk for the shortfall in hours during the Clerk's phased return to work over the three week period.