

**Bishop Auckland Town Council**  
**28 July 2021**  
**Town Council Meeting, Kingsway, Bishop Auckland**  
**Minutes**

**Attendees:** Jamie Blackburn (Chair), Lee Brownson, Adam Zair, Michael Siddle, David Wilson, Harley Balmer- Howison.

**Also present:** Sarah Harris Town Clerk,

**Apologies** Lesley Zair, Katie Eliot, Leanda Chappell, Sam Zair

**TC.62/21** Members were invited to a extraordinary meeting to discuss the Human Resources Report & Restructure update. Members were advised that the consultation period had been undertaken with the 'at risk' member of staff, that consultation meetings had been undertaken, in collaboration with the HR Service from DCC. The proposed restructure was discussed and Members agreed that changing the structure was still appropriate to meet the needs of the council moving forward.

**Resolved:**

- That the re-structure of the Council Staff be implemented removing the Events and Projects post and implementing the recruitment of a full time Deputy Clerk position.
- That notice of redundancy be served to the Events and Project officer with their last day of employment being 26 August 2021.
- That the job evaluation recommendations of the Town Clerk, Admin Officer and Deputy Clerk roles be implemented and backdated to the date of the June 2021 meeting when they were first discussed.
- That recruitment to the vacant role of Deputy Clerk role commence.