

WELLS CITY COUNCIL
MINUTES OF THE MEETING OF THE STAFFING COMMITTEE HELD IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON THURSDAY 2nd MAY 2013 AT 6.00 PM.

PRESENT: Cllrs: G Wilson; N Kennedy; A Gibson.

IN ATTENDANCE: Town Clerk: F White. Staff Representative, RFO: S Luck.

13/12S APOLOGIES FOR ABSENCE
Cllrs: S Davies, T Robbins, A Dennison.

13/13S DECLARATIONS OF INTEREST
None.

13/14S MINUTES of the meeting held on 21st February 2013 were proposed, seconded, approved and signed.

Matters Arising

- i. 13/07S Following the agreed interview process, a new Mace Bearer has been appointed. The formal announcement will be made during the Mayor Making ceremony on 18th May, when the annual appointments by the incoming Mayor will take place.

The Chairman thanked the Mayor for the wonderful event and presentation to the retiring Mace Bearer at the Civic Service on Sunday 26th April.

Cllr Kennedy asked for his comment to be noted: he would have preferred the presentation to be made at a council meeting in the Town Hall.

- ii. Indirectly related to item 13/10S, Council has requested Finance and General Purposes Committee to review reception services.

13/15S MEETING OPEN TO THE PUBLIC
None present.

13/16S STAFF REPRESENTATIVE
No matters to raise.

13/17S TRAINING

- i. In-house IT support is being provided by the Admin. Assistant.
- ii. Various training sessions for the Open Spaces workers will take place in the near future.

13/18S EMPLOYER DISCRETION POLICIES
To approve up-dates to 2008 Local Government Pension Scheme discretionary policies.
The Chairman introduced the background to the document under review, dealing with the interpretation of pensions regulations and policies in the event of early retirement. The Chairman and Town Clerk had undertaken careful research and advice from pensions services, employment support services, and other local authorities. There is no commitment to any costs.
After discussion and questions, it was proposed, seconded and approved that the policy up-date be adopted for inclusion with policies in the Handbook.

13/19S OPEN SPACES
Open Spaces staffing arrangements: up-date.
The agreed additional posts have been filled. (12/52S). It seems the open spaces functions of the council are likely to increase. An extra seasonal worker may be required if a new function is approved; this was agreed (No additional cost to council as new function would be independently funded).

13/20S TO EXCLUDE THE PRESS AND PUBLIC Due to the confidential nature of the business to be discussed, relating to individuals, it was proposed by the Chairman

that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended, excluding the press and public: Resolved.

13/21S TOWN CLERK'S REPORT

i. Mace Bearers see13/14S i.

ii. Cemetery and Open Spaces Staffing

The Town Clerk is extremely pleased with how the new arrangements are working. New staff are settling in well, a strong team is forming and there is a very positive attitude.

iii. Town Hall staff

After a period on certified sick leave followed by a medical "fit note", the Town Clerk was able to return to her full working hours after Easter.

13/22S ANY OTHER URGENT MATTERS OF REPORT

No further matters.

13/23S DATE OF THE NEXT MEETING: 6pm Thursday 13th June 2013 (Short meeting)