

WELLS CITY COUNCIL
MINUTES OF THE STAFFING COMMITTEE MEETING HELD IN THE COUNCIL
CHAMBER, WELLS TOWN HALL, THURSDAY 20TH OCTOBER 2016 AT 6.00 PM

PRESENT: Cllrs: G Wilson (Chairman); N Kennedy; T Robbins; D Swain; D Unwin;
C Wride

IN ATTENDANCE: Town Clerk: F White
Staff Representative: S Luck

16/20S APOLOGIES FOR ABSENCE

Cllr Robbins arrived later

16/21S DECLARATIONS OF INTEREST

None declared

16/22S MINUTES OF THE MEETING HELD 16TH JUNE 2016

The minutes of the previous meeting were proposed, seconded, approved and signed.

16/23S MEETING OPEN TO THE PUBLIC

None present

16/24S STAFF REPRESENTATIVE

Mr Luck reported that the staff had no matters to raise. He thanked Cllr Kennedy for his support to a member of staff at a meeting. The Chairman emphasised the importance of mutual respect between councillors and staff at all times. There was reference to the Code of Conduct.

16/25S 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.

16/26S TOWN CLERK'S REPORT

- i. Up-dates: The Town Clerk gave a confidential report on health matters.
- ii. Training: The training schedule was distributed and discussed.
- iii. Staff Appraisals: The Town Clerk gave a confidential report on staff appraisals. One post was slightly re-graded following changes to the job description: proposed, seconded and approved. Subsequent recommendations for annual salary increments from 01.04.16 were proposed, seconded and approved. The Town Clerk talked about some management matters; there is a positive attitude among the staff team towards adjusting roles and responsibilities in order to fulfil the changing requirements of the council.
(Cllr Robbins arrived)
- iv. Civic Staff: The Mayor has taken the matter in hand at present.

16/27S BUDGETS for 2017-18

To request a Training budget of £2,000: proposed, seconded and agreed.

16/28S ANY OTHER URGENT MATTERS OF REPORT

No further matters.

16/29S DATE OF THE NEXT MEETING: It was agreed to alter the date to
6pm Thursday 5th January 2017 (not 19th January)