

WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE STAFFING COMMITTEE HELD ON THURSDAY 11TH APRIL 2024 AT 6:00PM IN WELLS TOWN HALL

PRESENT: Cllrs: L Agabani, S Eden, G Folkard, T Robbins (Chair), P Welch

IN ATTENDANCE: Town Clerk: S Luck
RFO: C Woodland
Staff Representative: A Allen

24/09/S APOLOGIES FOR ABSENCE FROM COMMITTEE
Cllr: H Siggs

24/10/S DECLARATIONS OF INTEREST
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
None declared.

24/11/S MEETING OPEN TO THE PUBLIC
None Present.

24/12/S MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON 11TH JANUARY 2024.
The minutes were proposed, seconded and signed as a true record.

24/13/S STAFFING UPDATE

- i. To receive an update from the Town Clerk:
Staff have been stretched due to illness and the resignation of receptionist Jacquie Franks. Cllrs should recognise the implications of their demands on staff time.
The Council's guideline that an agenda item must be proposed by at least two Councillors prior to publishing agenda will become actively upheld.
Xander, the Council's apprentice, is continuing to do well.
- ii. To agree appointment of part time cleaner:
Due to the Union Street Public Toilet block closure by Somerset Council, the Town Clerk asked for the Committee's approval that a part time cleaner may be employed in order for it to function again. The current Public Toilet and Town Hall cleaner already has a workload to fulfil their full-time hours. This expenditure would be allocated from the council's Unitary Contingency budget.
Cllr L Agabani proposed to approve this need for extra staffing.
Cllr S Eden seconded the proposal.
All voted in favour.
This would now be taken to the Finance Committee for approval of expenditure.

24/14/S STAFF REPRESENTATIVE REPORT
Staff Representative, A Allen, had no issues to report, other than re-iterating staff had been very stretched due to absence and extra staff would be needed to take on the extra workload of operating another toilet block.

24/15/S ANY MATTERS OF URGENT REPORT
None.

24/16/S DATE OF NEXT STAFFING MEETING: 6pm Thursday 11th July 2024

EXCLUDE THE PRESS AND PUBLIC

Note: It is necessary for matters to be considered in confidence, it was proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended to allow a private report.

Minutes signed by The Chair: **Date:**