

WELLS CITY COUNCIL

MINUTES OF THE REMOTE STAFFING COMMITTEE MEETING HELD ON THURSDAY 11TH FEBRUARY 2021 AT 6PM VIA ZOOM

PRESENT ON ZOOM: Cllrs: S Briton, S Cursley, O Hartley (Deputy Mayor and Chair),
R Humphreys, A l'Anson, N Kennedy (Vice-chair)

IN ATTENDANCE ON ZOOM: Town Clerk/RFO: S Luck
WCC Staff: A Westwood
No members of public

21/13S APOLOGIES FOR ABSENCE

None Received.

21/14S DECLARATIONS OF INTEREST

None declared.

21/15S MINUTES OF THE MEETING HELD ON 14TH JANUARY 2021

Minutes of the previous meeting were proposed, seconded, approved and will be signed as soon as possible.

Matters arising were, the work on the paperwork for the appointment of the Resilience Officer was underway and will be circulated at the next meeting.

The process of getting new policies was discussed and it was agreed these would be obtained from our HR provider and be an agenda item in open session at a future meeting. These would include an email and Councillor/Staff policy.

21/16S MEETING OPEN TO THE PUBLIC

None present.

21/17S TOWN CLERK'S STAFFING UPDATE

The Town Clerk updated members on,

1. The Staff furlough position, this is in place until March 31st and will be reviewed as required.
2. Holiday entitlement and the effect the new rules that allow this to be carried over could have on staffing levels.
3. The Town Clerk and Open Spaces Officer were reviewing staffing requirements for the coming season, this will depend on the furlough situation but a new member of staff may be required due to the added workload on Open Spaces including Wells in Bloom and new projects. Members will be updated at the next meeting. Some future funding was provided in the budget for next year.

21/18S ANY OTHER URGENT MATTERS OF REPORT

Nothing reported.

21/19S DATE OF THE NEXT MEETING: Thursday 4th March 2021, 6pm

TO EXCLUDE THE PRESS AND PUBLIC

Due to the confidential nature of the business to be discussed, relating to individuals, it will be 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, public and all non-committee members.

21/20S CHAIR'S REPORT ON POLICY REVIEW AND HR RECOMMENDATIONS

The Chair updated members on the confidential report about a recent staffing matter, including the advice received from our HR providers.

The Chair and Mayor had also raised concerns about the HR process with our provider and members received an update.

It was agreed by members to continue to review the Council policies with our HR provider.

The Town Clerk updated members on a member of staff contract, this will be discussed further at the next meeting.