



WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE STAFFING AND PERSONNEL COMMITTEE HELD ON THURSDAY 10th SEPTEMBER 2026 AT 6PM IN WELLS TOWN HALL

COMMITTEE MEMBERS PRESENT: Cllrs: T Butt Philip, S Cursley, J Edmonds, D Orrett, S Powell

IN ATTENDANCE: Officer: Town Clerk, Haylee Wilkins

26/46/S APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS
S Eden (Chair)

26/47/S DECLARATIONS OF INTEREST
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
There were no declarations

26/48/S ACTIONS FROM THE STAFFING & PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 11TH JUNE 2026.
There were no actions to report.

26/49/S MINUTES OF THE STAFFING & PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 11TH JUNE 2026.
The minutes were signed as a true and accurate record of the meeting.

26/50/S MEETING OPEN TO THE PUBLIC
No public present.

26/51/S STAFF REPRESENTATIVE UPDATE
No issues noted by representative to report.

26/52/S STAFFING UPDATE
The Town Clerk advised of staffing implications associated with sickness, Maternity and the impact and benefits of cross skilling in advance to manage this impacts.

The Town Clerk updated on staffing matters associated with disciplinary and probation.

It was advised that the pay award for 2025-26 had been agreed at 3.3% and would be retrospectively applied to 1st April 2026 and notification has been provided to all staff accordingly.

26/53/S EMPLOYMENT ACT 2025 UPDATE

The Town Clerk provided a synopsis of changes from April 2025 and the current level of compliance for WCC. It was noted that the Council was fully compliant and that further changes were being applied for the next phase, applicable from 1st October and in readiness for changes in January 2027.

Cllr Butt Philip asked if there was any increase in risk associated with the changes.



The Town Clerk advised, that by amending policy positions now, there was no increased risk of challenge or non-compliance.

26/54/S ADVERSE WEATHER POLICY

The Town Clerk advised that the policy looked to implement best practice and was in support of the existing Staff Handbook.

The Policy was unanimously agreed with recommendation and endorsement to Full City Council for adoption.

26/55/S HEALTH AND SAFETY HANDBOOK

The Town Clerk advised, that this document looked to support and ensure compliance, as well as being in support of other Council documents such as the aforementioned policy and Staff Handbook.

The Policy was unanimously agreed with recommendation and endorsement to Full City Council for adoption.

26/56/S PENSIONS REVIEW

The Town Clerk advised that the LGPS scheme provider had requested a formal resolution of acceptance be provided. The following motion was read out.

Eligibility of the Local Government Pension Scheme

As a member of the LGPS, administered by Peninsula pensions, Wells City Parish Council confirms that all permanent and casual posts within the Council are eligible to join the scheme. That eligibility backdated to commencement of peninsula pensions for Somerset in 2013

The resolution was unanimously agreed with recommendation and endorsement to Finance Committee.

26/57/S FORWARD PLAN

There were no items expressed by Councillors to add to the forward plan.

26/58/S ANY MATTERS OF URGENT REPORT

26/59/S DATE OF NEXT MEETING: 6pm, Thursday 12th November 2026

Minutes signed by The Chair:

Date: