

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE RECONVENED RESOURCES COMMITTEE
HELD ON
19 JANUARY 2022**

PRESENT: Councillors Bannister, Eakin, Howells and Manns (Chair)

ALSO PRESENT: Angela Price - Town Clerk
Councillor Morris

R138 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Chowns and Hughes.

R139. DECLARATIONS OF INTEREST

No declarations of interest were received.

R140. NOLAN PRINCIPLES

Councillor Bannister asked whether it would be possible to provide Members with a copy of Standing Order No. 1, "Rules of Debate", at future meetings to help with the smooth running of meetings.

RESOLVED:

- 1. That the Nolan Principles be received and noted.**
- 2. That officers provide a copy of the Standing Order No.1, "Rules of Debate", at future meetings.**

R141. TO APPROVE AS A CORRECT RECORD THE MINUTES OF A MEETING OF THE RESOURCES COMMITTEE HELD ON 2 SEPTEMBER 2021

RESOLVED:

- 1. That the minutes of the meeting of the Resources Committee held on 2 September 2021 be approved and signed as a correct record.**
- 2. That the Action Sheet be included as a separate item on all future Resources agendas.**

R142. **TOWN CLERKS TIME OFF IN LIEU**

RESOLVED:

That the Town Clerks Time off in Lieu (TOIL) be received and noted.

R143. **FEEDBACK FROM STAFF AND COUNCILLOR MEETING**

Councillor Morris provided some feedback from the Staff & Councillor meeting that had been held on 3 November 2021. He advised that whilst he had felt the meeting presented an opportunity for staff and councillor to meet he would have preferred there to have been an agenda for the meeting. Councillor Morris advised he was looking forward to the next meeting.

The Clerk advised that the meeting had been intended to be informal to allow staff and councillors to get to know one another better and to build the working relationship between all. She advised that the feedback from staff was that they were disappointed that only four councillors had been present, noting that all staff had been present, with the exception of one who was off sick at the time.

RESOLVED:

That the feedback be noted, and a further staff and councillor meeting be arranged to take place in Spring 2022.

R144. **HEALTH AND SAFETY ISSUES**

The Clerk advised Members of an issue in relation to the cobbles to the rear of the Council offices on Church Street. She advised that due to a number of cars having parked on this area some damage had been caused to the cobbles adjacent to the drain cover.

The Clerk advised that officers were looking into having the cobbles repaired but that they were concerned that the damage was likely to get worse due to vehicles still being parked in this area. The Clerk confirmed that she had informed all staff that they were not to park in this area and a "No Parking" sign had been put up. She also advised that letters had been delivered to all the residents and businesses in Church Lane asking them not to park there. However, on occasion some cars continue to be parked there.

The Clerk suggested moving one of the two large planters at the rear of the council offices and placing it on the area in question so as to prevent cars being parked in the area and thus reducing any further damage to the cobbles.

RESOLVED:

That one of the two large planters currently sited outside the Painted Room on Church Street, be moved to the area on the other side of the rear entrance door to prevent cars being parked and to reduce any further damage to the cobbles.

R145. TERMS OF REFERENCE

Members were requested to give consideration to setting a quorum for the Resources Committee to be included in their Terms of Reference.

RESOLVED:

That a quorum of three members be included in the Terms of Reference for the Resources Committee.

R146. DATE OF NEXT MEETING

RESOLVED:

- 1. To note that the date of the next meeting of the Resources Committee is scheduled for 5 May 2022.**
- 3. That when drafting the calendar of meetings for the 2022/23 municipal year, the Clerk give consideration to the Resources Committee and Economy & Tourism Committee being held bi-monthly rather than the current quarterly meetings.**

R147. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, in the public interest the press and public were excluded from the remainder of the meeting.

R148. STAFFING MATTERS

- 1. Members were advised that Post Holder 56 had completed their probation period satisfactorily.**

RESOLVED:

That it be noted that Post Holder 56 had completed their probation period satisfactorily.

2. Members were requested to give consideration how to proceed in respect of the review of Post Holder 50 and filling the position whilst the post holder is on maternity leave.

The Clerk advised Members with information received from Citation in respect of the options available to them in respect of Post Holder 50 and it was agreed that a recommendation be made to Full Council for consideration.

RECOMMENDATION:

1. That the review of post holder 50 take place prior to the post holder going onto maternity leave.
2. That the post be filled on a temporary, fixed-term contract whilst the post holder is on maternity leave.

The meeting ended at 19.57 pm.

Signed Dated