

## LEDBURY TOWN COUNCIL

### Minutes of a Standing Committee Meeting held in The Town Council Offices on Wednesday 28<sup>th</sup> March 2018 at 5.30pm

Present:

Councillors: E Fieldhouse (Chairman), R Barnes, A Bradford, A Crowe, K Francis.

In attendance: K Mitchell – Clerk to the Council

J Eva – Deputy Clerk to the Council.

1. Apologies

There were no apologies for absence as all members were present.

2. Interests

There were no declarations of interest or written requests for dispensations.

3. Minutes

The Minutes for the meeting held on 12<sup>th</sup> March 2018, were unavailable at the time of this meeting.

4. Employment Matters

*PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*

*In order to consider confidential staffing matters and legal advice, a resolution will be passed to exclude members of the public and councillors who are not members of the Standing Committee.*

4.1 Judicial Review

- i. Members noted the payment on account to Winckworth Sherwood, in advance of the re-listed court hearing.

**RESOLVED: to approve and note the prepayment to Winckworth Sherwood for the re-listed court hearing.**

- ii. Members were informed that the hearing has been rescheduled.

**RESOLVED: that the information provided is noted.**

4.2 Interim Arrangements pending the appointment of a new Town Clerk.

- i. HALC can provide a fully qualified temporary Clerk (Emma Thomas) to act as cover until a new Clerk to the Council is appointed.

**RESOLVED: to use HALC services and recommend that Council meetings are temporarily moved to Wednesday evenings and to provide a temporary schedule of meetings for confirmation at the next Full Council Meeting.**

ii) Outsourcing Payroll

Members noted that Autella, a HALC recommended company, is available to take over the Council's monthly payroll, in place of a qualified Clerk.

**RESOLVED: to outsource monthly payroll to Autella.**

iii) Appointment of new Clerk to the Council.

Members noted the various outlets and associated costs of advertising the post of Town Clerk, including the HALC Service Package.

**RESOLVED: that the information provided is noted and that the HALC Service Package is used to recruit a new Town Clerk.**

The meeting closed at 6.30pm