

LEDBURY TOWN COUNCIL
Minutes of a Standing Committee Meeting
Held in the Town Council Offices
on Thursday 20th September 2018 at 6.30pm

Present:

Cllr Shields (Chair), Cllr Roberts (Vice Chair), Cllr Baker, Cllr Hopkins.
Cllr Harrison joined at 6.45pm, Cllr Warmington joined at 7pm.

Also present: Cllr Knight, Cllr Morris, Mr ab Owain (Temporary Clerk) L James (minutes), one member of the public.

1. **APOLOGIES:**

Cllr Harvey, Cllr Manns.

2. **INTERESTS:**

Cllr Shields expressed a possible interest in Agenda item 6 – if the relevant area is discussed she will absent herself. Cllr Harrison also expressed a possible interest in the same item for the same reasons when he joined the meeting at 6.45pm. No others, to their knowledge, had interests at this point.

3. **MINUTES:**

Cllr Shields proposed that the minutes of the Standing Committee meeting of the 23rd August be accepted as a correct record. Cllr Roberts seconded this.

RESOLVED: to accept that the minutes of the meeting of the 23rd August as a correct record.

ACTION POINTS:

Item 4: October Fair: Confirmed that Highways Traffic Management plan integrated with Balfour Beatty. First aid station to be sited under the Market House.

Item 5: Cemetery Survey: at least one quarter of the graves give rise to concern, with a potential cost of in excess of £2,200.

Item 9: To take 4 quotes to future Standing Committee meeting.

RESOLVED: To discuss potential arising costs from Cemetery Survey at Full Council Meeting, and to take Human Resources Consultancy quotes to future Standing Committee meeting.

4. **RECRUITMENT OF CLERK, DEPUTY CLERK AND GROUNDSMAN, PROGRESS TO DATE:**

At present only the Clerk and Groundsman post have been advertised – deputy posts to be advertised when seniors are in post. Both job advertisements closed the following day, 21st September. Response to both posts has been reasonable, although it was noted that a number of the Clerk applicants did not appear to have understood the role. It was agreed that the CV's be reviewed by Cllr Shields, Roberts,

Hopkins and Knight and the Temporary Clerk. Interviews for the Clerk to be carried out by Cllr Shields, the Temporary Clerk and an HR representative. It was agreed that shortlisted CV's be circulated to all Councillors for information. It was stressed that if the applicants were not CiLCA qualified, they should be prepared to obtain this qualification in an appropriate time frame.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

The member of the public left the meeting.

Following the discussion in private session regarding Agenda Items (5) and (6) the meeting closed at 7.08 pm.