

file



# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY  
HEREFORDSHIRE HR8 1DH . Tel. (01531) 632306 .

e-mail: [admin@ledburytowncouncil.gov.uk](mailto:admin@ledburytowncouncil.gov.uk) website: [www.ledburytowncouncil.gov.uk](http://www.ledburytowncouncil.gov.uk)

10 January 2020

**TO: Councillors Bannister, Eakin, Harvey, Howells (Town Mayor), Knight, Vesma and Whattler**

Dear Member

You are hereby summoned to attend an Extraordinary meeting of the **Resources Committee** which will be held in the **Town Council Offices, Church Street, Ledbury**, on **Thursday, 16 January 2020 at 7.00 pm** for the purposes of transacting the business set out below.

Yours faithfully

Angie Price  
Clerk

### FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record or broadcast must respect the rights of other people attending under the Data Protection Act 1998

### AGENDA

1. **To receive apologies for absence**
2. **To receive declarations of interest and written requests for dispensations**  
*(Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Ledbury Town Council's Code of Conduct for Members and by the Localism Act 2011)*  
*(Note: Members seeking advice on this item are asked to contact the Monitoring Office at least 72 hours prior to the meeting)*
3. **To approve and sign as a correct record the minutes of an extraordinary meeting of the Resources Committee held on 19 December 2019**

**(Pages 139-143)**

4. **Time off in Lieu** (Page 144)
5. **Training Matrix for staff and councillors** (Pages 145-146)
6. **Health & Safety Issues** (None)
7. **Budget Monitoring Reports 1 April – 31 December 2019** (To Follow)
8. **Consideration of reinstating grave digger to Council control**  
(To Follow)
9. **Date of next meeting**

To note that the date of the next meeting of the Resources Committee is scheduled for 17 October 2019

10. **Exclusion of Press and Public**

**In accordance with Section 912) of the Public Bodies Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting**

11. **Operational role of officers/Councillors** (Pages 147-173)
12. **Request for job evaluation** (Pages 174-176)
13. **Staffing Resource** (Pages 177-179)

**Distribution:** Full agenda to: - Committee members (7)

Agenda front pages to all non-committee members (3)