MINUTES OF AN EXTRAORDINARY MEETING OF COUNCIL
HELD ON 6 AUGUST 2026

PRESENT: Councillors Bradford, Chowns, Eakin, Hamblin, Harvey (Chairman), Hughes, Morris and Wilkinson

ALSO PRESENT: Angela Price – Town Clerk

C1461. **APOLGIES FOR ABSENCE**

Apologies for absence were received from Councillor Troy.

C1462. **DECLARATIONS OF INTEREST**

There were no declarations of interest received from Councillors however it was noted that the Clerk was present in the room as the Head of Paid Services to advise Members if/when required.

C1463. **TO RECEIVE AND NOTE THE NOLAN PRINCIPLES**

RESOLVED:

That the Nolan principles be received and noted.

C1464. **TO NOTE THE GENERAL DUTY ON PUBLIC AUTHORITIES OF SECTION 149 OF THE EQUALITY ACT 2010**

RESOLVED:

That the General Duty on Public Authorities of Section 149 of the Equality Act 2010 be received and noted.

C1465. **DATE OF NEXT MEETING**

RESOLVED:

That it be noted that the next meeting of Council was scheduled for 7.00pm immediately following this meeting, 6 August 2026.

C1466. **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, it is advisable in

the public interest that the press and public are excluded from the remainder of the meeting.

C1467. **TO APPROVE RECOMMENDTIONS FROM THE RESOURCES COMMITTEE MEETING HELD ON 29 JULY 2026 IN RESPECT OF THE OUTCOME OF THE STAFFING REVIEW**

Councillor Harvey provided a brief overview of why it was felt a staff review was required and the process that had been undertaken. She advised that consultation with the unions had been key throughout the process and consideration had been given to any increased salary costs within the 2026/27 budget setting process, taking into account the proposed phased approach.

Members noted that concerns had been raised by staff during the consultation process in respect of the timing of the recruitment of the Tourism & Markets Officer. Councillor Harvey advised that as a consequence of this a number of resolutions were made at the recent Resources meeting, and which were included in the report for this meeting as follows:

1. In order to better understand the resource loading of staff in bedding in and operating the new staff structure, and to inform any decision as regards bringing forward the recruitment of the Tourism and Markets Project Manager, it is proposed that the Resources Committee supports the following actions:

   1.1 That all staff complete time sheets on an ongoing basis, to record their daily activities so that workload can be evaluated and monitored against job descriptions and evolving council priorities.

   1.2 That Committee Chairs review the work programmes of their respective committees with the Clerk by the end of August to confirm existing priorities and future ambitions/service changes.

   1.3 That the Clerk provides a resourcing report by end of September identifying staff annual utilization figures, and existing commitment against planned and core activities in their job descriptions. This report should include a forecast of time available and committed over the next 18 months so that scope to undertake expanded and new activities can be evaluated.

   1.4 That the Clerk provides an assessment of the staff and other resources necessary to implement recent motions on markets expansion and business support in the timeframes already agreed and provides an estimate of the additional resources required to deliver the TEMAP recommendations not already in hand to inform the requested resourcing report.

1.5 The Resources Committee consider whether changes are needed to the agreed phasing of the implementation of the new staff structure and any cost implications in October 2026, informed by the reports and actions listed above.

1.6 That the Clerk provides information to Council in respect of salary costs for future years.

Following considerable discussion Members were asked to consider the recommendations from the Resources Committee.

Councillor Bradford requested a named vote in respect of recommendation no. 1.

RESOLVED:

1. **That the new staff structure and its phasing, job descriptions, pay spans and staff mapping – as detailed in Appendices 3,4 & 5 to the report be approved for implementation with effect from 10 August 2026.**

For	**Against**	**Abstention**
Cllr Bradford	**Cllr Hamblin**	**Councillor Morris**
Cllr Chowns	**Cllr Wilkinson**	
Cllr Eakin		
Cllr Harvey		
Cllr Hughes		

2. **That the Clerk be delegated to implement all actions necessary associated with implementation of the new staff structure that is commensurate with her role as Head of Paid Service and Responsible Finance Officer to the Council.**

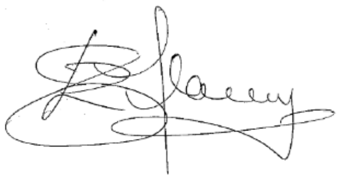
3. **That a review of workload, working days and core hours for the Operations Manager be undertaken by the Resources Committee after 6 months.**

4. **That the current working hours of staff member 53 be protected at 35-hrs/week for the period of 6 months from 10 August 2026, and for these hours then revert to the assessed hours for the role of Operations Manager, being 30-hrs/week from that point onwards. If 30 hours are not seen as a suitable alternative for Post Holder 53, they will be entitled to redundancy.**

5. **That it be noted that the additional costs associated with the protection of staff hours of £3,771.44 (including employer on costs) are covered within the 2026/27 budget.**

The meeting ended at 18:52.

Signed:



Dated: 3 September 2026