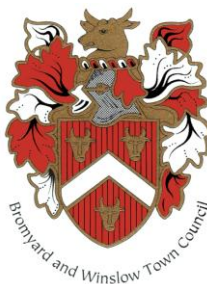


BROMYARD & WINSLOW TOWN COUNCIL



MINUTES
S19/16 – S19/21

Staffing Committee

Minutes of a meeting held on
Thursday 7th March 2019
at 2pm in the Council Chamber, Council Offices, Bromyard.

***UNTIL NEXT MEETING OF THE STAFFING COMMITTEE
THESE MINUTES HAVE NOT BEEN RATIFIED***

Present: Cllrs Pettitt, Brunson, Churchill, Clark and Page

In attendance: Karen Mitchell - Town Clerk (TC)

S19/16 Apologies for absence
Cllr Smith.

S19/17 Declarations of interest and written requests for dispensation
None declared at this point in the meeting.

S19/18 Minutes
The Minutes of the meeting held on 24th January, 2019 were confirmed as a correct record and signed by the Chairman.

S19/19 Matters arising – for information only
None

S19/20 Confidential Items:
Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings Act 1960) it was **RESOLVED:** that because of the confidential nature of the business to be transacted the public and the press leave the meeting during consideration of employment matters.

S19/21 Staffing Matters

1. Appointment of Administration Officer
It was RESOLVED: To approve the recommendation of the interview panel and to agree the terms of employment as set out in Confidential Information S03.07.19 - S19/21
2. Employment matters relating to contracts and pensions.
Members received an update on action taken following the receipt of legal advice. (Minute S19/15 and C19/42 refers)

Confidential File Note: S07.03.19 refers

3. Members reviewed and noted the position regarding insurance arrangements for the Council's Handyman. (Minute 17/090 28.02.18 refers)

Confidential File Note: S07.03.19 refers

4. Members considered the Town Clerk's request to carry forward unused leave into the next year. Following discussion it was **RESOLVED** that the Clerk be authorised to carry forward any unused leave into the 2019/20 holiday year.

Meeting closed 4.30pm