



BROMYARD & WINSLOW TOWN COUNCIL

Council Offices
The Old Vicarage
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Mrs Karen Mitchell
Town Clerk

6th April 2022

S22/01 - S22/05

Dear Councillor

You are summoned to attend a meeting of the Staffing Committee of Bromyard & Winslow Town Council on Monday 11th April at 6:30pm in The Council Chamber, The Old Vicarage, 1 Rowberry Street, Bromyard, HR7 4DU, for the purpose of transacting the business identified on the Agenda below.

Yours sincerely,

Karen Mitchell
Town Clerk

Members: Cllrs Brunsdon, Churchill, Clark, Davies (Chairman) Dr D Dunne-Thomas, Franklin.

AGENDA

- S22/01 Apologies for absence** *LGA 1972 S85 (1)*
Schedule 12 of the Local Government Act 1972 requires that a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded.
- S22/02 Declaration of interests and written requests for dispensation** *Local Authorities (Model Code of Conduct) Order 2007 SI No. 1159*
Members are invited to declare disclosable pecuniary interests (DPI) and other interests in items on the agenda as required by the Bromyard and Winslow Town Council Code of Conduct for Members and by the Localism Act 2011. Requests for dispensations must be in writing, addressed to the Town Clerk and received as soon as possible before the meeting.

S22/03 To approve the minutes of the meeting held on the 14th December, 2021 as a correct record.

LGA 1972 Sch 12 para 41(1)

S22/04 Confidential Items:

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings Act 1960), it is proposed that because of the confidential nature of the business to be transacted the public and press leave the meeting during consideration of the following employment matters.

S/22/05 Staffing Matters

1. To confirm the completion of the Development Officer/Burial Officer's probationary period.
2. Pay Scales
To note that The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2021-22. Revised rates to be backdated to 1 April 2021.
3. Town Clerk Annual Leave
To consider the Town Clerk's request to carry forward or be remunerated for untaken leave from the 2021-22 holiday year.
4. Handy Man
To review the position regarding insurance arrangements for the Council's Handyman.