



BROMYARD & WINSLOW TOWN COUNCIL

STAFFING COMMITTEE

**Minutes of a meeting
held on Monday 27th March 2023
in The Council Chamber, The Old Vicarage,
1 Rowberry Street, Bromyard, HR7 4DU.**

S23/01 - S23/06

Present: Cllrs Churchill, Clark, Davies (Chairman), Franklin, Law.

Officer present: K Mitchell, Town Clerk

- S23/01 Apologies for absence** *LGA 1972 S85 (1)*
Apologies for absence were received from Cllr A Hughes (holiday) and Cllr Dr Dee Dunne-Thomas.
- S23/02 Declaration of interests and written requests for dispensation** *Local Authorities (Model Code of Conduct) Order 2007 SI No. 1159*
None.
- S23/03 Minutes** *LGA 1972 Sch 12 para 41(1)*
The Minutes of the meeting held on the 29th November 2022 were confirmed as a correct record and signed by the Chairman.
- S23/04 Term of Reference**
Members reviewed the Terms of Reference for the Staffing Committee.
IT WAS RESOLVED to recommend to Full Council that the Terms of Reference for the Staffing Committee be adopted without change.
- S23/05 Confidential Items:**
Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings Act 1960), **IT WAS RESOLVED** that due to the confidential nature of the business to be transacted the public and press leave the meeting during consideration of the following employment matters.
- S23/06 Staffing Matters**
1. Gardener
Members noted the Gardener's resignation and considered options for future maintenance i.e., re-advertise the vacancy or outsource works to a contractor. It was suggested that the role of handy man and Gardener could be combined into one role at some point in the future.
Following discussion, **IT WAS RESOLVED** to try to recruit volunteers to help with the gardening and that the Clerk be authorised to use the Council's grounds maintenance contractor where necessary until the end of the year when the matter will be reviewed.

2. Handy Man – Insurance review

The Town Clerk reported that the Handyman had confirmed his willingness to continue in post for a further year and was fully aware of the limitations in respect of insurance cover due to age.

Noted.

There being no further business, the Chairman closed the meeting at 2:53pm

CHAIRMAN DATE