

LEDBURY TOWN COUNCIL STANDING COMMITTEE

Minutes of a meeting held on Wednesday 22nd November at 3.30 pm in the Town Council Offices

Present

Councillors E Fieldhouse ... Chairman, R Barnes, A Bradford, A Crowe & K Francis

In attendance ... Lynda Wilcox – Clerk Cover from HALC

1. **Apologies for absence ...** There were no apologies as all members were present.
2. **Declarations of interest ...** There were none.
3. **Minutes of the meeting held on 26th October 2017**

It was RESOLVED to adopt the minutes as a true record and they were signed by the Chairman.

Public Bodies (Admission to Meetings) Act 1960

A resolution was passed to exclude members of the public and councillors who were not members of the Standing Committee

4. Employment Matters

4.1 Judicial Review:

Members considered two draft letters dated 17th November from Ledbury Town Council's solicitors (Winckworth Sherwood) to Cllr Harvey's solicitors (Anthony Collins). Following discussion it was RESOLVED to request that both letters be sent.

4.2 Consideration of appropriate action following the Council decision on a review process taken at the Extraordinary Full Council meeting held on 15th November 2017 (agenda item 13.2):

Following discussion it was RESOLVED:

- 4.2.1 To follow Counsel's procedural guidance.
- 4.2.2 That the Chairman would request the following persons to form a Review Panel:
 - a) Mayor of Bromyard - Fred Clark ... to chair the Panel.
 - b) Nina Shields.
 - c) Jean Simpson.
 - d) Local Priest – Tony Hodder.

4.2.3 If necessary, the Chairman would seek substitute Panel members from the following persons:

- a) First substitute – Andy Manns.
- b) Second substitute – Harrison Wilce.
- c) Third substitute – Jane Hopkins.

4.3 Continuation of Clerk’s additional hours:

It was RESOLVED to continue the Clerk’s additional hours.

4.4 Remuneration of additional hours accrued by the Grounds Officer:

It was RESOLVED to remunerate the Grounds Officer for 105 additional hours.

4.5 Temporary Assistance for the Grounds Officer:

It was RESOLVED to engage temporary assistance for the Grounds Officer.

4.6 Further consideration of staffing recommendations as contained within section 5 of the Operational Review document prepared by the LGRC Associates. (*Any recommendations to be fed into the Operational Review Working Group*).

Item 5 ... Staffing Structure, Roles, Workloads and Grading:

Item 5.4 Recommendations:

5.4.4 Groundsman, Assistant Groundsman and Street Cleaner.
Grounds service requirements.

5.4.5 Review of Clerical Officers/Receptionist roles.

It was RESOLVED to consider all aspects of agenda item 4.6 at the next meeting.

SIGNED DATE