



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
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Dear Member,

NOTICE IS HEREBY GIVEN that a Meeting of the **Standing Committee** will be held in The **Town Council Offices** on **Monday 12th March, 2018 at 5.30pm**. All Committee members are summoned to attend.

The business to be transacted is set out in the agenda, which is detailed below.

Mrs K. J. Mitchell
Clerk to the Council
07.03.2018

AGENDA

1. Apologies

To receive apologies for absence.

2. Interests

To receive any declarations of interest and written requests for dispensations.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.

3. Minutes

To approve the Minutes of the meeting held on 27th February, 2018, as a correct record.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

In order to consider confidential staffing matters and legal advice, a resolution will be passed to exclude members of the public and councillors who are not members of the Standing Committee.

4. Employment Matters

4.1 Judicial Review

To consider advice from solicitors.

4.2 Resignation of Clerk to the Council.

a) To note the Clerk's resignation and consider recruitment process for new Clerk.

b) To consider Clerk cover as necessary.

- 4.3 To further consider staffing recommendations as contained within section 5 of the Operational Review document prepared by LGRC Associates.
(Any recommendations to be fed into the Operational Review Working Group)
5. Staffing Structure, Roles, Workloads, and Grading
 - 5.4 Recommendations
 - 5.4.4 Groundsman, Assistant Groundsman and Street Cleaner. Grounds service requirements
 - 5.4.5 Review of Clerical Officers/Receptionist roles