

Wellington Town Council

Town Mayor
Cllr Phil Morris-Jones MBE



Town Clerk
Mrs K. L. Roper
BA(Hons)DMS
Civic Offices, Larkin Way
Tan Bank, Wellington
Telford TF1 1LX
Tel: 01952 567697
Email: wellingtontowncouncil@telford.gov.uk
www.wellington-shropshire.gov.uk

POLICY & RESOURCES COMMITTEE

Minutes of the meeting held at the Wellington Civic Offices on **Tuesday, 2nd August 2016** commencing at 7.00pm.

Present: Cllr S deLauney, Chairman Cllr. C Mason-Morris
Cllr F Burns Cllr M Hosken
Cllr S Hall Cllr D Allen

In attendance: One member of the public and K. Roper, Town Clerk.

30/16 Welcome – The Chairman welcomed everyone to the meeting.

31/16 Apologies for Absence - Were accepted from Cllr P Morris-Jones, Cllr A Lowe, Cllr L Carter and Cllr J Gorse.

32/16 Declarations of Interest - Members need only declare any interests they may have in items of interest in the Agenda. None were declared.

33/16 To approve the minutes of the meeting held on Tuesday 5th July 2016
The minutes were proposed for approval by Cllr Hosken, seconded by Cllr deLauney and members resolved that the minutes of the meeting held on Tuesday 5th July 2016 are approved and signed by the Chairman as a true and accurate record.

34/16 Matters Arising

- (a) **ICT Project** - The Clerk reported that dates had been set for Leegomery Computers to deliver training for members.
- (c) **Bowring**- The Clerk reported minor damage and members asked for a report to be presented to the September meeting.

35/16 Finance

It was proposed by Cllr Hosken and 2nd by Cllr Mason-Morris to accept and endorse items 1-5 on the agenda and members resolved to agree.

- (i) To agree receipts for May and June 2016
(ii) To agree payments for May and June 2016
(iii) To agree payments to date for July 2016
(iv) To receive details of Petty Cash payments for June 2016
(v) To receive details of Receipts/Payments compared with budget as at 30.06.16.
(vi) Bank Account Update - The Clerk reported on a meeting with the Nat West representative who could not guarantee free banking in the future and would look at the situation relating to interest payments. Members made the following comments;
- Suggest the Clerk make a personal visit to the TSB Bank
 - Investigate electronic banking systems
 - Investigate building societies, Halifax and Nationwide.
 - Seek advice from SALC / NALC

- Report back to September meeting.

36/16 To receive recommendations from the Personnel Committee –

- a) Local Government Pension Scheme-** The Clerk had distributed a report to members detailing options and recommendations. Cllr Burns proposed acceptance of the report and recommendations therein, this was seconded by Cllr Hosken and agreed by members.
- b) Employee Issues –** Request to consider an application to increase working hours and re-evaluate a position. The Personnel Committee had received a report detailing changes in duties, responsibilities and increasing expectations of the post holder as the number of town council events increase. Comparisons had also been drawn with similar advertised posts. KR said that following the recent appraisal meeting the post holder was reporting that the present workload is becoming unmanageable within the hours currently worked. Members expressed concerns regarding the increase in the wages bill. Other comments were made that the more active the Council is the more staff it will need to carry out the ambitions of the Council. It was proposed by Cllr Burns and seconded by Cllr Hosken that the role is evaluated through Telford & Wrekin and a report be forwarded to the September meeting of P&R.

37/16 To appoint a working group to review the following:-

- a) Terms of Reference for Committees**
- b) Delegated Powers to Committees**

Following discussion it was agreed that all members would be invited by email to serve on the Governance Working Group.

38/16 Fly the Flag for Commonwealth day (Monday 13th March 2017) – Members had received information relating to marking Commonwealth day. It proposed by Cllr Hosken and seconded by Cllr Burns to make a recommendation to Full Council to amend the flag flying policy and mark Commonwealth Day.

39/16 To receive urgent matters for information only.

- a) Sharing a PCSO post –** The Chairman reported that this issue had been complicated due to the possibility of the Borough decriminalising parking. The Chairman was asked to try and move this issue forward.
- b) Project Board –** The Chairman reported there was a meeting on 12th August
- c) Office Move –** There was no further news on this issue.

40/16 The date and time of the next meeting – was agreed as Tuesday 6th September 2016 at 7.00pm.

Signed6th September 2016