



BRIDLINGTON TOWN COUNCIL
Minutes of the Staffing Committee held on 14th December 2022
at Town Council Offices, 2A Marshall Avenue, Bridlington

The meeting was held with Councillors Finlay (Chair), Holmes & Walker (3) three Members in attendance. The Clerk facilitated and recorded the meeting.

Section A:

16.22 Welcome by the Chairman. Councillor Finlay welcomed everyone to the meeting and read out the declaration and disclaimer regarding recording of the meeting.

17.22 Apologies for Absence:

RESOLVED: *Apologies were received and accepted from Councillors Foster & C Marsburg.*

18.22 Declarations of Interest:

- a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

RESOLVED: *There were none.*

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

RESOLVED: *There were none.*

19.22 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with Interests:

RESOLVED: *There were none.*

Section B:

In accordance with the power granted by the Public Bodies (Admission to Meetings) Act 1960, to resolve that the Public and Media be excluded from the meeting on the grounds that confidential matters will be discussed:

20.22 To review the Staff Holiday figures to date:

RESOLVED: *The Staffing Committee noted the figures and resolved to review at the next meeting.*

21.22 To undertake a review with the Deputy Clerk:

RESOLVED: *The Staffing Committee undertook the review with the Deputy Clerk and resolved to investigate and approve immediate attendance for identified training. The Staffing Committee concluded the review and resolved that the Deputy Clerk had successfully completed the probationary period.*

22.22 To consider the Report from the Town Clerk & Deputy Clerk and consider the Town Council requirements going forward including future staff, current staff roles and expectations:

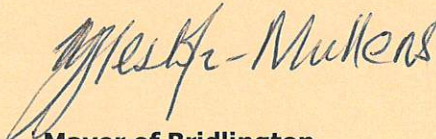
RESOLVED: *The Staffing Committee resolved not to undertake recruitment at this time and that it would investigate and consider the business need for further recruitment for future staff and roles in June 2023. The Staffing Committee resolved to instruct the Clerk to review the current Job Descriptions to ensure that they were appropriate for the business need of the Town Council for all members of staff. The Clerk is also instructed to officially correspond by letter to all staff, that the review was taking place, and to share that the Staffing Committee would consider the revisions in March in time for consultation with staff at the appraisals in April.*

23.22 To receive the information regarding the LGA and Union Pay Agreement:

The Staffing Committee discussed that future pay increases for staff would be considered at the Staffing Committee meeting in March 2023.

RESOLVED: *The Staffing Committee noted the information.
The Clerk is to arrange the future dates of meetings.*

Signed:


Mayor of Bridlington

Date:

14th December 2022