

## WELLS CITY COUNCIL

### MINUTES OF THE MEETING OF THE STAFFING COMMITTEE HELD ON THURSDAY 14<sup>TH</sup> NOVEMBER 2024 AT 6:00PM IN WELLS TOWN HALL

**PRESENT:** Cllrs: H Siggs, P Welch

**IN ATTENDANCE:** Town Clerk: S Luck  
Cllr D Denis

**24/35/S APOLOGIES FOR ABSENCE FROM COMMITTEE**  
Cllrs: L Agabani, S Eden, G Folkard, T Robbins (Chair)

**As only two members were present, the meeting was inquorate therefore items discussed were for information only; no decisions made.**

**24/36/S DECLARATIONS OF INTEREST**  
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12<sup>th</sup> May 2022.  
None declared.

**24/37/S MEETING OPEN TO THE PUBLIC**  
None present.

**24/38/S MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON  
10<sup>TH</sup> OCTOBER 2024**  
The minutes were noted.

**24/39/S STAFFING UPDATE**  
The Town Clerk updated members on current staffing and circulated the proposed staffing structure based on the budget proposal due to be discussed at the Finance Committee.

**24/40/S WELLS CEMETERY**

- i. The Town Clerk informed members he intended to apply to update burial faculties in the new Burial Officer's name with the Diocese of Bath & Wells.
- ii. The Town Clerk informed members it was his intention to seek legal advice on the licence to occupy Cemetery Lodge by the new Burial Officer.

Members present agreed with both suggestions.

**24/41/S PROTOCOL FOR COUNCILLORS AND STAFF**  
The Town Clerk asked for all members to consider any updates to the protocol required and email him any suggestions, ready for circulation at the next meeting.

**24/42/S ANY MATTERS OF URGENT REPORT**  
Cllr P Welch raised the matter of the recruitment of the new Town Clerk, however this was being dealt with by a separate group of members who will keep members informed of progress.

**24/43/S DATE OF NEXT STAFFING MEETING: 6pm Thursday 16<sup>th</sup> January 2025**

**EXCLUDE THE PRESS AND PUBLIC**

**Note:** It is necessary for matters to be considered in confidence, it was proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended to allow a private report.

**Minutes signed by The Chair:** ..... **Date:** .....