



Congleton Town Council

Historic market town

Town Clerk: **BRIAN HOGAN**



23rd January 2015

Dear Councillor,

Personnel Committee – Thursday 29th January 2015

You are requested to attend a meeting of the Personnel Committee, to be held at Congleton Town Hall on **Thursday 29th January, 2015 at 7.00 pm.**

Yours sincerely,

TOWN CLERK

AGENDA

1. Apologies for absence. (Members are reminded of the necessity to give apologies in advance of the meeting and to give reasons for absence).

2. Minutes (enclosed)

To confirm the minutes of the meetings held on the 7th August 2014.

3. Declarations of Interest

Members are requested to declare both “non pecuniary” and “pecuniary” interests as early in the meeting as they become aware of it.

4. Outstanding Actions

None.



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where friends are made

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5. Resolution to exclude the Public and Press

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters Set out below on the grounds that it could involve the likely disclosure of private and Confidential information or staff matters.

6. Streetscape Ill Health Early Retirement

To consider the circumstances of the ill health early retirement of a member of the Streetscape Team.

To Members of the Personnel Committee
 Mayor, Deputy Mayor & Leader of Council
ccs. Other members of the Council for information
 Honorary Burgesses (5) (for information)
 Press (3)

Congleton Town Council

Minutes of the Personnel Committee meeting held on
Thursday, 7th August 2014

PRESENT: Councillors

P Bates
D T Brown (Chairman)
R I Brightwell
G R Edwards
G P Hayes
Mrs S A Holland
Mrs A M Martin
D Murphy (Town Mayor)
Mrs E Wardlaw
G S Williams
Miss R K Williams

1. APOLOGIES

Apologies for absence were received from Councillors J S Crowther, D A Parker and Ms L Bours.

Apologies were also received from Cllrs L D Barker, J D Parry, and N T Price who are not members of this particular committee.

2 MINUTES OF THE PREVIOUS MEETING

PERS/01/1415 RESOLVED –That the Minutes of the meeting held on 30th January 2014 be approved and signed by the Chairman.

3 DECLARATIONS OF INTEREST

Members are requested to declare both “non-pecuniary” and “pecuniary” interests as early in the meeting as they become aware of it.

Cllr Mrs S A Holland declared a non-pecuniary interest in item 9a.

Cllr D T Brown declared a non-pecuniary interest in any matters related to Cheshire East Borough Council.

4 OUTSTANDING ACTIONS

None.

5 UNISON

The correspondence from Unison concerning the result of a ballot for industrial action in pursuit of a national pay award was noted.

PERS/02/1415 RESOLVED to receive the correspondence.

6 CHESHIRE PENSION FUND VALUATION

The members considered a valuation of the pool arrangement for Town and Parish Councils who are members of the Cheshire Pension Fund. It was noted that employer pension contributions would increase by 0.5% p.a. over the next 3 years.

PERS/03/1415 RESOLVED that the valuation be received and notice of employer pension contributions noted.

7 PENSION DISCRETION POLICY

It was noted that the Cheshire Pension Fund are recommending that the Town Council amend parts of the Employer Pensions Discretion Policy. As a consequence an amended policy was presented to the Committee for consideration.

PERS/04/1415 RESOLVED that the amendments to the Pension Discretion Policy be approved.

8 RESOLUTION TO EXCLUDE THE PUBLIC & PRESS

PERS/05/1415 RESOLVED that in accordance with the Public Bodies (Admission to Meetings) Act 1960, public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

9 STREETSCAPE AND TOWN HALL STAFFING

a. The notion of appointing an internal supervisor to be responsible for the operation of the Town Hall and Paddling Pool was discussed.

PERS/06/1415 RESOLVED that the creation of a post for an internal supervisor responsible for the operation of the Town Hall and Paddling Pool be approved.

b. Members considered the effect of the reduction of staff in the Streetscape operation which has taken place in the past few years, alongside the age profile of staff.

PERS/07/1415 RESOLVED that:-

- i. An apprentice Streetscape Operative be recruited immediately.
- ii. Consideration to be given in the next financial year to recruiting a second apprentice.
- c. A further staffing issue was considered

PERS/08/1415 RESOLVED that option 2 be adopted.

Mrs S A Holland
(Chairman)