

**SHREWSBURY TOWN COUNCIL  
JOINT CONSULTATIVE COMMITTEE  
MEETING HELD AT SHREWSBURY LIBRARY  
ON 10 APRIL 2019**

**PRESENT**

**Councillors** – A Mosley ((Vice-Chairman), P Adams, Mrs P Moseley, A Phillips & D Vasmer  
**Staff** – S Farmer (Chairman), M Bowen, R Jones, R Plimmer (substituting for K Price), M Preece & M Wilcoxon

**IN ATTENDANCE**

Helen Ball (Town Clerk), Gary Farmer (Operations Manager) & Andy Watkin (Responsible Financial Officer).

**06/18 DECLARATIONS OF INTEREST**

All twin-hatted members declared a personal interest in Shropshire Council should any matters relating to the Town Council's relationship with Shropshire Council arise.

**07/18 CHAIRMAN & VICE-CHAIRMAN**

In accordance with the Terms of Reference of the Committee, the Chairmanship switches between members and staff. Stuart Farmer would therefore be Chairman for the forthcoming municipal year with Councillor Mosley Vice-Chairman.

**08/18 MINUTES OF THE LAST MEETING**

The minutes of the Joint Consultative Committee meeting held on 18 July 2018 were submitted as circulated and read

**It was AGREED that:**

**The minutes of the Joint Consultative Committee meeting held on 18 July 2018 be signed as a true and accurate record**

**09/18 JOB EVALUATION**

Councillor Mosley reported that the Group Leaders had met three times with staff from Shropshire Council's HR Team who had undertaken the review. It was agreed to halt the process with a view to working with officers to enhance the capacity and experience of the management team, particularly in light of the ambitious Capital Programme. Members were

mindful of the increased number of projects. There was also to be further consideration of the recruitment of a Deputy Town Clerk which would in turn free up the day to day responsibilities of the Town Clerk so that she could concentrate on more strategic issues. The process would allow for further consideration of delegation of duties. Therefore it was not appropriate to implement the current outcome of the Job Evaluation process. The Personnel Committee is to be convened to ratify this proposed programme of works. Councillor Mosley went on to further emphasise that any job evaluation process would not lead to the downgrading of salary of anyone and may lead to compensatory payments for works undertaken over and above the individual's salary scale.

## **10/18 ITEMS RAISED BY STAFF REPRESENTATIVES**

### **10.1 Quarry Depot Health & Safety Issues**

Mark Bowen raised his concerns that the depot site was becoming dangerous. A steel cage had been erected around the greenhouse to protect staff. There were also cracks in the boundary walls, the garage wall and the shed store wall. He reported that the upper toilets needed rodding on a weekly basis and it was not as if this drain could be isolated and disused as the Quarry Lodge facilities run into this drain.

Councillor Mosley advised he would look to undertaking a damage report; he had agreed to £250k being allocated to redevelop the Lower Quarry Toilets but could not guarantee a Quarry Vision in the short term.

### **10.2 Riggs Hall Future**

Office staff enquired of the future office accommodation needs of the Town Council particularly since the current facility had no reception space or meeting room space.

Councillor Mosley said he did not anticipate that Riggs Hall would be the Town Council's long-term home. There would definitely be movement within 12 months.

### **10.3 Staff Handbook**

Details of a revised Staff Handbook were circulated. This was the amalgamation of all Staff Policies into one book with wording revised to accord with current legislation.

Councillor Mrs Moseley asked for Maternity, Adoption and Parental Leave to be the same regardless of which parent.

Councillor Vasmer felt there were anomalies in the references to Grievance; he would email suggestions to the Office Manager.

## **11/18 MEETING DATES**

Meeting dates had been diarised for:

10<sup>th</sup> July 2019

9<sup>th</sup> October 2019  
29<sup>th</sup> January 2019