

SHREWSBURY TOWN COUNCIL
JOINT CONSULTATIVE COMMITTEE
MEETING HELD AT LIVESEY HOUSE, 7 ST JOHNS HILL
ON 15TH JULY 2026

PRESENT

Councillors Adam Fejfer, Alan Mosley, Alex Wagner & Rob Wilson

Staff Adam Clifford, Amy Jones, Chris Kane, Sally Nicholson & Ian Thorpe

Union David Burton (Unison)

IN ATTENDANCE

Clare Turner (Deputy Town Clerk), Andy Watkin (Head of Resources) & Danny Powell (Operations Manager – Horticulture)

01/26 CHAIR FOR THE MEETING

The Deputy Town Clerk informed those attending there was no Chair elected for this meeting. The selection of the Chair was normally resolved as an officer or elected member for alternate years and this year the meeting would be chaired by an officer. Those in attendance at the meeting nominated Chris Kane to be Chair for the meeting with a formal election to chair for the full year at the next meeting of JCC.

RESOLVED:

That Chris Kane would be the chair for this meeting of JCC and a formal election as Chair for the full year would take place at the next meeting of JCC.

02/26 APOLOGIES

None received

03/26 DECLARATIONS OF INTEREST

Those twin-hatted members declared an interest in Shropshire Council. Councillor Wagner also declared the fact that he was the Deputy Leader of Shropshire Council and had previously declared his interest in the Delegation Process, but as the decision had now been made by both Shropshire Council and Shrewsbury Town

Council, he longer needed to register that interest

04/26 MINUTES OF PREVIOUS MEETING

The notes of the meeting held on 15th April 2026 had been circulated prior to the meeting

RESOLVED:

That the Minutes of the Joint Consultative Committee meeting held on 15th April 2026 be agreed as a correct record

05/26 MATTERS ARISING

1. Policies and Procedures

The Deputy Town Clerk provided a verbal update regarding the updated Policies and Procedures which had been recommended to Full Council by the Personnel Committee. The updated Policies and Procedures were in line with the changes to Employment Law 2026.

All members of staff would be sent a copy by email of the policies and procedures which had been amended and should any member of staff require these to be printed out rather than emailed to contact either Louise Smith, HR Officer or Ruth Jones, Office Manager and they would provide a paper copy.

RESOLVED:

That the update was noted.

06/26 ITEMS RAISED BY COUNCIL

06.1 Wellness in the Heat (via Cllr Dean at Operations Committee)

The Deputy Town Clerk provided an updated raised by Cllr Dean at the Operations Committee regarding the wellness of all staff in the heat.

The Deputy Town Clerk informed the meeting that staff wellness in the heat was a priority and that staff had been informed to work in the shade where possible, take regular breaks, to increase fluid intake, and for those members of staff who were able could agree to start earlier in the morning, but this was to be discussed and agreed with their direct line manager / supervisor. It was noted that not all staff were able to attend work earlier and this would depend on the role within the

organisation. Factor 50 sun cream had been supplied and was available to all staff at the working depots, hats were available in the PPE store and long sleeve tops also.

David Burton, Unison added that any individual requirement would have to be balanced and not generic for the whole organisation and those at a higher risk due to UV and the exposure to the UV were a priority for the organisation with risks assessments to reflect adverse weather.

Cllr Adam Fejfer asked the Deputy Town Clerk to ask if a budget could be identified to plan for access to water for all staff in the future.

Andy Watkin entered the meeting.

RESOLVED:

That the update be noted and for the Deputy Town Clerk to investigate the request from Cllr Fejfer and ask if a budget could be identified to plan for access to water for all staff in the future.

07/26 STAFF REPRESENTATIVE

7.1 Demonstrations in the Quarry and the approach by the Town Council to support staff on duty - raised by David Burton, Unison.

David Burton, Unison, informed that they had received feedback following the last demonstration in the Quarry that there had been some aggressive and racist taunting including gestures.

David Burton, Unison, raised concern for the potential for staff working at this time being drawn into the demonstration, especially with a public facility being used. He added that this tied into H&S legislation under section 2 of the H&S at Work act and the general duties of employers towards their employees where it mandates that employers must ensure, so far as reasonably practicable, the health, safety and welfare of all their employees while at work. With the emphasis on reasonable and practicable. That under Regulation 9 of the H&S at work act that managers were responsible to reduce dangers for employees and in the worst cases section 44 to 96 where employees are in imminent danger. There was an expectation that measures were put in place for employees to be safe in their workplace.

The Deputy Town Clerk informed that the lead for the demonstrations were the Police who liaised with the leads from all groups, and the Town Council received relevant updates leading up to the events. The Quarry was a public open space and was able to be used by those parties to demonstrate using the correct protocols and procedures for organising such events.

The Deputy Town Clerk informed that a Risk Assessment had been written and shared with all those members of staff on duty in the Quarry during the demonstration. All staff were given advise on how to keep safe and work schedules had been changed to ensure staff were not working in the park at the time of the demonstrations as well as a member of SMT meeting with all staff the day of demonstration to check welfare, etc.

RESOLVED:

That the update be noted and noted the offer from David Burton, Unison to provide any support for the risk assessment and staff welfare were needed.

08/26 MEETING DATES

Next Meeting 7 October 2026

The Deputy Town Clerk thanks Chris Kane for Chairing the meeting.