



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

A hybrid meeting was held.

Councillors Finlay (Chairman), Foster, Holmes, C Marsburg & Walker physically attended the meeting.
There was no remote attendance. Cllr A Walker took the minutes.

Section A:

30.21 Chairman's Welcome:

The Councillor Finlay welcomed everyone to the meeting and informed about the requirements of recording the meeting and the disclaimer for the Town Council for third party video conferencing platforms.

31.21 Apologies for Absence:

RESOLVED: All Councillors were present.

32.21 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.*

33.21 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. The Chair reminded all present of the particularly confidential nature of all items on the agenda:

34.21 The Staffing Review Team briefed the Staffing Committee on the Staffing Restructuring Report (no staff were present):

RESOLVED: *The Staffing Committee resolved the following regarding the restructuring report:*

1. *The Committee received and accepted the Restructure Report in full.*
2. *Each of the seven recommendations was discussed and accepted by the Staffing Committee:*
 - a) *That the post of Deputy Town Clerk is created and a suitably qualified person be recruited.*
 - b) *That the post of Civic Officer be abolished, leading to the redundancy of the current incumbent.*
 - c) *That two part-time Maintenance posts are created.*
 - d) *That the Structure of Staffing at The Bridlington Town Council is as detailed in Appendix 1*
 - e) *That maintenance and project management contracts are curtailed as detailed in Appendix 2*
 - f) *In the event that Full Council agree, that recruitment for the new posts be treated as urgent.*
 - g) *That the Job Descriptions and Contracts for all staff are reviewed as soon as possible.*
3. *That each member of staff is invited, in writing, to a meeting to be informed of the Restructure Report and the proposed way forward as detailed in ERNLLCA's advice paragraphs 11, 12 and 13.*

Signed:


Mayor of Bridlington

Date:

19th January 2022

Staffing Minutes