

## WELLINGTON TOWN COUNCIL

### MINUTES OF A MEETING OF THE STAFFING AND TRAINING COMMITTEE HELD ON TUESDAY 11 OCTOBER 2016 AT 10.30 A.M. IN THE COUNCIL CHAMBER, 28 FORE STREET, WELLINGTON

**Present:** Councillor Stock-Williams (Chair)  
Councillors Barr, Bowrah, Critchard, Govier, Reed, Sparrow and Thorne

Also present: Councillor James

Greg Dyke (Town Clerk)

#### 1. Apologies

Councillor Lloyd,

#### 2. Staffing situation following the Deputy Clerk's return from Maternity Leave.

Detailed consideration was given to the staffing situation once Debbie Bere returned from Maternity Leave on 14 November 2016. During her absence Gill Croucher had been employed as maternity cover and the suggestion that her services be retained was discussed.

The following factors were considered:

- **Cost**
- **Additional equipment**
- **Accommodation**
- **Level of work for an additional employee**
- **Debbie's Working pattern**
- **Community Warden**

**RESOLVED** that having taken all these factors into consideration the staffing arrangements remain unchanged following the Deputy Clerk's return to work.

(Councillor Barr left the meeting at the conclusion of this item)

#### 3. Council IT Equipment

The IT equipment used in the office had not been updated for many years. Regular problems had been experienced with the speed the p.c.'s operated and fairly regular breakdowns. A quotation for replacement p.c.'s had been obtained and was submitted.

The need for improved facilities was recognised but it was felt that even more improved equipment and with it the ability to provide a more efficient service should be obtained.

**RESOLVED** that the Town Clerk be authorised to investigate further the requirements needed and authorised to pay up to £1,500 for new, improved facilities.

The meeting ended at 11.55 a.m.