

## WELLINGTON TOWN COUNCIL

### MINUTES OF THE STAFFING AND RESOURCES COMMITTEE HELD REMOTELY VIA ZOOM ON WEDNESDAY 21 OCTOBER AT 2.00 PM

**Present:** Councillors Lloyd (Chair), Govier, Lithgow, Thorne and Stock-Williams  
Alice Kendall – Acting Town Clerk/Assistant Clerk  
David Farrow – Incoming Town Clerk

#### **1. Apologies**

Apologies were received and accepted from Cllrs Hunt and Smith.

#### **2. Declarations of Interest**

Cllr Lloyd declared an interest in items 4 and 5 as a customer of MTM IT, the Council's IT consultant.

Cllr Thorne declared an interest in items 4 and 5 as a customer and personal friend of MTM IT, the Council's IT consultant.

Cllr Govier declared an interest in items 4 and 5 as a customer of MTM IT, the Council's IT consultant.

#### **3. In lieu of public speaking, to receive any representations from members of the public**

In the absence of an in-person meeting, the usual public speaking session was replaced with the presentation of any written submissions received from members of the public. No representations had been received.

#### **4. To consider matters relating to the Council's Office premises and staff working**

Taking into account the most recent Government advice regarding Coronavirus, it was agreed that the Council Office remain closed with staff continuing to work remotely. Appointments can be made by members of the public who require in-person assistance. The possibility of a video entry system/doorbell was briefly discussed with the IT Consultant who can provide the Council with options and quotations. Councillors agreed that this would be a useful addition to the building. Additional office space was discussed and it was agreed that contact be made with Sally Stark at Somerset West & Taunton Council to find out more information on the availability of the community office on the ground floor. This will be brought back to a future meeting.

#### **5. To consider the Council's IT, phone and website arrangements**

A new telephone system was discussed and Councillors agreed it was much needed. The IT Consultant had provided some initial information on a system offered by the Council's current phone and broadband provider. As the Council is no longer tied into a contract with this provider, it was agreed that options should be explored to ensure the most appropriate provider and system is obtained. This matter will also be brought to a future meeting. The Assistant Clerk gave an update on the current website accessibility position. The IT Consultant is currently working on this including running tests on the website.

#### **6. To be updated on the Longforth Road Public Toilets**

The Assistant Clerk reported that as a result of an electronic vote, the toilets were to remain locked overnight and be cleaned twice per day. This has been reported back to ID Vere. Contact details of the security company were requested from ID Verde as it was understood that the locking services needed to be paid directly to this company. A response was still awaited at the time of the meeting but the Assistant Clerk will keep Councillors updated.

#### **7. To resolve to exclude the press and public to enable discussion of confidential matters relating to staffing**

**RESOLVED** that under section 1 item 2 of the Public Bodies (Admission to Meetings) Act 1960, members of the press and public be excluded from the meeting to allow discussion of confidential staffing matters.

#### **8. Confidential items**

##### **(a) Temporary staffing arrangements**

See separate sheet.

#### **9. Date of next meeting**

This was set for Wednesday 25<sup>th</sup> November at 2.00 pm

**There being no further business, the meeting closed at 2.45 pm**

**END**