

LLANTWIT FARDRE COMMUNITY COUNCIL CYNGOR CYMUNED LLANILLTUD FAERDREF



Minutes of the Hybrid Meeting of the Staffing Committee of Llantwit Fardre Community Council held on Monday , 7th July 2025 following on from the Leisure & Amenities Committee.

PRESENT

Community Councillor P Fletcher – Chair

Community Councillors

J. Beattie, R Butler, A Green, B James , K Johnson , G.Stacey and G Warren

In Attendance

Ms. Claire Hendy – Clerk and Executive Officer

Mr. Michael Copper – General Service Manager

1. APOLOGIES FOR ABSENCE

RESOLVED – to note that there were apologies for absence from Councillors J Murphy , J James, D Stone & S Trask

2. DECLARATIONS OF INTEREST

RESOLVED – To note that there were no declarations of interest made at the meeting pertaining to the agenda.

4. MINUTES

RESOLVED – to approve as a correct record the minutes of the Staffing Committee held on the 11th November 2024 and to note that these minutes

had been received, for information, at the meeting of the Council held on the 25th November 2024..

5. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED – that under the Public Bodies (Admission to Meetings) Act, 1960 (as extended by s.100 of the Local Government Act, 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on that the grounds that it involves the likely disclosure of exempt information as defined in Parts 4,5,6 (where applicable), namely information relating to employees of the Council.

6 . CONTRACTS OF EMPLOYMENT

Members considered the report of the Clerk in respect of updated contract of employment for the General Services Manager After in depth discussion Members **RESOLVED** to adopt the Contracts set out by One Voice Wales with the agreed amendments.

7. STAFF TRAINING COURSE FOR OUTSIDE OPERATIVES

Members considered the request of the Clerk in respect of training requirements for both outside operatives. After Consideration it was **RESOLVED** to agree the courses and cost set in table at 1.3 of the report as follows

- I. Chainsaw & Maintenance cross cutting course at the cost of £480.00+VAT
- II. PASMA Working at height course cost of £150 +VAT
- III. PA1. PA6 +AW Pesticide Course at the cost of £550+ VAT.

8. PROPOSED MEETING STRUCTURE

Members considered the report in respect of the timing and structure of Committee meetings as recommended by the internal audit report. After great consideration Members **RESOLVED** that

1. Council Meetings will be the last Monday of every month except August.
2. Leisure & Amenities Committee and Finance & Policy Committee will be bi-monthly
3. Staffing Committee will be when requested

The meeting closed at 6:10 pm .

Signed _____ Date _____