

# ILMINSTER TOWN COUNCIL

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Town Clerk: Joy Norris



Wednesday 30th March 2016

A meeting of the **RESOURCES COMMITTEE** will take place on **Tuesday 5th April 2016** in the Council Chamber, Council Offices, North Street, Ilminster on the rising of the Planning, Highways & Transport Committee meeting.

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Town Clerk before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

The Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Yours sincerely

Joy Norris  
Town Clerk

## RESOURCES AGENDA

1. **Apologies for absence**  
To receive apologies for absence from Councillors unable to attend the meeting.
2. **Declarations of Interest**  
To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.
3. **Minutes**
  - a) To confirm the minutes of the Resources meeting held on Tuesday 9<sup>th</sup> February 2016 as a correct record (see attached).
  - b) To consider the action list relating to the Resources Committee (attached).

## **Iminster Town Council**

### **4. Service Level Agreements with Ile Youth Club and Iminster**

- (a) To approve The Service Level Agreement with the Ile Youth Club for 15/16 – (Copy attached)
- (b) To consider whether or not any changes are required to the Service Level agreements for 2016/17 (copy of 15/16 Tourism SLA attached)

### **5. Review of HR Policies**

To review the current Recruitment Policy and Whistleblowing Policy and make recommendation to Council. (existing recruitment policy on memory stick, Whistleblowing policy sent by email. Hard copies available on request. (Report to follow)

### **6. Staffing Update**

Town Clerk to give an oral report on general staffing matters.