

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris MILCM ACIS MSc**



5 June 2019

A meeting of the **RESOURCES COMMITTEE** will be held on **Tuesday 11 June 2019** in the Council Chamber, Council Offices, North Street, Ilminster at 7.30pm.

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 business to be transacted at the meeting is outlined on the Agenda below. Any reports listed as "to follow" will be made available as soon as possible, and in any event at least 30 minutes before the start of the meeting.
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 12th February 2019 as a correct record. (Attached)
 - b) To consider the Office Action List regarding the Resources Committee. (Attached)
4. **Police Report**

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.
5. **Financial Monitoring.**

To receive information about the Resources Committee income, expenditure and commitments compared with the 2019/20 budget. (To Follow)
6. **2019-2020 New Pay Scales**

From 1 April 2019, the National Joint Council (NJC) has agreed a revised spinal point system and associated salaries. Ilminster Town Council employees are employed based upon NJC terms and conditions. The Committee is requested to formally note the implementation of the pay scales and salaries with effect from 1 April 2019. (To Follow)
7. **Staff Recruitment - Confirmation of Salary Range**

To confirm the salary range for the Grounds Manager; Assistant Grounds Manager; Deputy Clerk and Administration Officer (To Follow)
8. **Staffing Update**

The Town Clerk will report on general staffing matters.
9. **Exclusion of Press and Public**

To consider taking Agenda item 8 Former Gooch & Housego Premises, Cornhill, Ilminster TA19 0AH, without members of the public and press present, due to the confidential nature of the business to be transacted i.e. personal information
10. **Existing Staff - Salary Range**

To consider the salary range of existing staff. (To Follow)