

Notes from TFG 4th July 2018

Present: Julie Fowler, Stuart Shepherd, Jane Dewick.

The task and finish group was asked to look at the reasons for the recent problems with the cemetery and how to prevent them from occurring in the future.

We discussed the issues noted what actions were being taken and some proposals to prevent a repeat of the situation.

WHY:

- No Senior Warden to lead the team.
- No work plan prioritising work.
- Unreliable machinery.
- Our poor response to social media comments.
- Bad weather.

CURRENT ACTIONS:

- New Open Spaces Senior Warden in post.
- Machinery has now been repaired and new machinery is being seen with a view to ordering.
- Temporary warden employed for the summer months.
- Senior Warden is organising a volunteer group.

PROPOSALS FOR ACTION:

- Senior Warden to supply Council with a working plan for the team consisting of a “who, what, where and how long” to assist in forward planning.
- Council to implement an official response to potentially damaging social media comments within 24 hours of being informed of them. *
- Council to encourage staff to undertake training on a regular basis covering soft skills such as stress management and building resilience.
- Council to consider team building activities for the staff. (Rounders’ match, ten pin bowling, escape room visit etc.) Open Spaces, office staff and councillors either as a large group or smaller groups.

*when a councillor notices that something is becoming an issue on social media they can raise a potential response if they wish. This is then sent to the office and Joy/Davina can check the response to ensure it is legal and appropriate. The response is then e-mailed to all councillors to see and add bits if they wish BUT this is time-bound and must be back with the office by midnight of the day it is sent out to enable the office staff to upload the response to the relevant page on social media. The comment will contain a link to the council's website and request any further questions be addressed

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to the council direct. A copy of the response will be available on our own website.