

KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE



Chairman: Councillor Amrik Jhawar
Interim Clerk to the Council:
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Minutes of the meeting of the Resources Committee of Ketley Parish Council held on Tuesday 24 May 2016 at 5.30 pm at Ketley Community Centre.

PRESENT:

Councillor Dave Elliott (Chairman)
Councillor Mandy Cartwright

Councillor Rajash Mehta
Councillor Sam Millward-Thomas

In Attendance: Andrew Roberts, Interim Parish Clerk and Ann Linton, Community Centre Manager

R16/195 ELECTION OF CHAIRMAN

Cllr Millward-Thomas proposed Cllr Elliott as Chairman of the Resources Committee, which was seconded by Cllr Mehta and agreed by all present.

R16/196 ELECTION OF DEPUTY CHAIRMAN

Cllr Elliott proposed Cllr Mehta as Deputy Chairman of the Resources Committee, which was seconded by Cllr Millward-Thomas and agreed by all present.

R16/197 APOLOGIES FOR ABSENCE

None were received.

R16/198 DECLARATIONS OF PECUNIARY INTERESTS

Nothing to report.

R16/199 APPROVAL OF THE MINUTES OF THE RESOURCES COMMITTEE HELD ON TUESDAY 24 APRIL 2016
RESOLUTION: Cllr Mehta proposed the minutes held on 24 April 2016 as an accurate record, which was seconded by Cllr Millward-Thomas and unanimously agreed by the Resources Committee.

R16/200 UPDATE ON KETLEY COMMUNITY CENTRE

Ann Linton provided an oral report on current activities of the Community Centre together with an update on current room bookings. Ann Linton advised members that she had received details from Cathedral Hygiene in connection with the current supplier of Sanitary Bins and Hand Soap in comparison to the prices that had been quoted by 1st Class Hygiene. Following a discussion it was agreed that the details of the two suppliers would need to be reviewed in order that the greater cost benefit could be achieved. Members further received confirmation that WEA had given notice of their intention to leave the Community Centre – it was noted that this would provide an opportunity for their current office space to be rented. The recent Bird Auction that had been held at the Community Centre for the first time was very positive and that return bookings would be generated. It was agreed that all staff located at the Centre should be in a position to undertake Booking and Room Hire Enquiries.

R16/201 HEALTH & SAFETY

It was noted that there was nothing to discuss in connection with Health & Safety since the previous meeting. Enquires were being made in relation to an update training in Topple Testing in connection with the Garden of Rest A response was currently awaited from SALC.

R16/202 STAFFING UPDATE

There was nothing further to report, other than an update report that would be provided in the exempt section of the meeting.

R16/203 TRAINING AND DEVELOPMENT

Members noted that staff were still undertaking Ollie Training. Cllr Elliott asked as to whether details of training that had been undertaken to date could be provided.

R16/204 NOTIFICATION OF PRIVATE SESSION UNDER PUBLIC BODIES ACT 1960

Cllr Millward-Thomas provided a detailed report on the shortlisted candidates, the interview selection process together with the timetable arrangements in connection with the appointment of the new Parish Clerk.

R16/205 AGENDA ITEMS FOR NEXT MEETING

- Permanent Clerk position

R16/206 TO CONFIRM THE DATE OF FUTURE MEETINGS

- Tuesday 28 June 2016 at 5.30 pm at Ketley Community Centre

Signed:
Chairman of Ketley Parish Council Resources Committee

Date: 28 June 2016