

BERWICK-UPON-TWEED TOWN COUNCIL

Minutes of the Town Council Staffing and Corporate Resources Committee Meeting held on Tuesday 03 May 2022 upon the rising of the Planning Committee in the Function Room, Northern View, Highcliffe, Spittal, Berwick-upon-Tweed

PRESENT:

Councillors: M Greener (Town Mayor and Chair)
G Brown
H Lindsay
A Williams

IN ATTENDANCE:

Mr Gareth Davies, Town Clerk
Julian Smith, Projects Officer
Joyce Benton, Sergeant-at-Mace
Cty Cllr C Seymour
1 members of the public

SCR001/22 1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

SCR002/22 2. ELECTION OF CHAIR

RESOLVED: That Councillor M Greener be appointed Chair of the Staffing and Corporate Resources Committee for the year 2022/2023.

Councillor M Greener, having taken the Chair for Items 1 and 2 in his role as Town Mayor, took the Chair for the remainder of the meeting.

SCR003/22 3. DISCLOSURE OF INTERESTS

There were no disclosures of interests.

SCR004/22 4. REQUEST FOR DISPENSATION

There were no requests for dispensation.

SCR005/22 5. ELECTION OF A VICE-CHAIR

RESOLVED: That Councillor A Williams be appointed Vice-Chair of the Staffing and Corporate Resources Committee for the year 2022/2023.

SCR006/22 6. TERMS OF REFERENCE

RESOLVED: To note the Terms of Reference of the Staffing and Corporate Resources Committee, agreed by Council, at Appendix A of these minutes.

SCR007/22 7. DATE OF NEXT MEETING

To be confirmed.

APPENDIX A

- i. To line manage the Town Clerk, including conducting their appraisal,
- ii. To determine complaints about the Town Clerk, or which cannot be determined by the Town Clerk, and
- iii. To consider appeals from members of staff about decisions made by the Town Clerk concerning their employment or performance.
- iv. To review the resources available to council, including staffing levels, to determine whether they are appropriate for council's ambitions.
- v. To decide issues covered by Part Two and Three of the NJC single status agreement (the Green Book) which covers staff terms and conditions.