

Melksham Town Council

**Minutes of the HR Sub-Committee meeting held
on Monday 26th April 2021**

PRESENT: Councillor P Aves (Chair)
Councillor G Mitcham (Vice-Chair)
Councillor V Fiorelli
Councillor A Westbrook

OFFICERS:	Linda Roberts	Town Clerk
	Hugh Davies	Amenities Manager
	Christine Hunter	Committee Clerk

PUBLIC PARTICIPATION: No members of the public or press were present.

36/21 Apologies

No apologies for absence were received.

37/21 Declarations of Interest

There were no declarations of interest.

38/21 Minutes

The minutes of 23 March 2021 having previously been circulated, were approved as a correct record. It was agreed that these would be signed at a later date by the Chair, Councillor Aves.

39/21 Confidential Session

It was proposed by Councillor Mitcham, seconded by Councillor Fiorelli and

UNANIMOUSLY RESOLVED that in view of the sensitive nature of the business to be transacted the public and press are instructed to withdraw from the meeting.

40/21 Amenities Team

The Amenities Manager gave a full update on the reorganisation and restructuring exercise currently being carried out with the Amenities team. The timeline of events and proposed staffing structure is appended and referred to as

the Amenities Managers Confidential Report 26.04.2021. The report will not form part of the main minutes.

It was proposed by Councillor Westbrook, seconded by Councillor Fiorelli and

UNANIMOUSLY RESOLVED to approve the recommendations within the Amenities Manager's Confidential Report and delegate authority to the Amenities Manager to complete the process and restructure the Amenities team so it is fit for purpose and flexible, enabling the Town Council to discharge its duties and obligations without future resistance.

The Committee thanked the Amenities Manager for a very clear, concise report and commended him for his work with the Amenities team.

The Amenities Manager and Committee Clerk were asked to leave the meeting at 6.25 pm.

41/21 Staffing Update

The Town Clerk gave a staffing update to the members and the separately circulated confidential report was discussed. This report will not be circulated with the main minutes.

Meeting Closed at: 6.35 pm

Signed:

Dated: