

Minutes of the Meeting of
Frodsham Town Council



Held on Tuesday 25 November at 8.00pm
 In the GP Room, Frodsham Community Centre, Fluin Lane, Frodsham

Present: Cllrs Warren (Chairman), Ashton, Bondi, Brown, Dawson, Pusey, Redhead, Riley, Sutton & Taylor + Jon Wild
 (Town Clerk)

Meeting 12

PART A		
Item	Action/Decision/Notes/ Recommendations	
191	Apologies for Absence	Cllrs Oulton, Kelly, Wales, Shearn and Pennington
192	Declaration of Interests	None relating to items on this agenda.
PART B		
Item	Action/Decision/Notes/ Recommendations	
193	Staffing	
	a	<p>New Office Structure & Development of Working Methods</p> <p>Papers had been circulated describing the new office structure. Cllr Taylor outlined the proposals. The Clerk supported these proposals by describing the overall approach to restructuring the office that was taking place. The broad principles included;</p> <ul style="list-style-type: none"> • The need to build a structure that would give a better service, by building capacity. • The scope to develop individuals, again by building capacity. • Having a structure that was sustainable, and could be built on going forward, as new work was taken on by the Council. • The need to maintain staff motivation, through appropriate rates of pay and differentials. <p>Essentially FTC needed to adequately resource its ambitions. This would cost more – though some of the increase had been funded by the Clerk reducing his hours. Some of the Clerk’s traditional duties would now be delivered at a lower cost.</p> <p>Council considered Policy & Process Committee's recommendations and agreed:</p> <ul style="list-style-type: none"> • Change of Job Title from “General Assistant” to “Facilities Manager” (Record of 18.9.14, Recommendation 2) • Facilities Manager's contracted hours of work (Record of 18.9.14, Recommendation 1) • Reporting Structure (Minutes of 6.8.14, Recommendation 1)
	b	<p>Remuneration of Staff</p> <p>Council considered Policy & Process Committee's recommended pay rates (Record of 24.9.14, Recommendation 3).</p> <p>The following amendment was proposed:</p> <p>“That 50% of the proposed rates be paid forthwith and the remaining 50% be paid, depending on satisfactory outcome of review of staff's performance & delivery in six months' time”.</p> <p>The amendment was carried.</p>

Meeting ended at 9.15pm

Signed: _____

Date: _____