



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Extraordinary meeting of the Council meeting held by remote attendance at 7.00pm on Thursday, 11th March 2021.

*The meeting was held in accordance with:*

**The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 - enabling meetings of local authorities held before 1 May 2021 to be held by means of remote attendance.**

**Present:** Councillors Barry Stephens, Janine Turner, Roger Turner, Rob Lewis-Watkin (Deputy Chair), Parmindra Pannu, Chris Parker (Chair), Rhys Jenkins, Jeff Williams, Will Thomas, Geraint Hopkins, Helen Donnan and Daniel Morelli.

**Absent:** Councillors Pam Uppal and Serkan Aksin.

**Clerk to the Council/Responsible Financial Officer (RFO):**  
Catherine Kennedy

### **2020/252 Apologies for Absence**

There were no apologies for absence.

### **2020/253 To receive Declarations of Interests**

There were no declarations of interests.

### **2020/254 Staffing Matters**

*Members considered the recommendations of the Human Resources Committee from a meeting held on the 4<sup>th</sup> March 2021:*

***a. To mitigate the impact of staff absence the following recommendations were approved;***

### **RESOLVED**

- i. To engage the current floral display contractor to undertake the Summer 2021 planting of Council containers at an extra cost of £976.32.
- ii. To increase the current maintenance staff member's contracted working hours from a minimum of 25 hours per week to a minimum of 37 hours per week on a temporary basis and to be re-considered at the May 2021 meeting of the Human Resources Committee.
- iii. To schedule a May 2021 meeting of the Human Resources Committee to re-visit the matter of maintenance workload.



***b) Following the resignation of Ms Catherine Kennedy from the role of Clerk to the Council/Responsible Financial Officer the following recommendations were approved:***

**RESOLVED**

- i. To advertise the role of Clerk to the Council/Responsible Financial Officer with no amendments to the current job description and person specification.
- ii. To ask the Assistant Clerk, Mr Leigh Smith if he will consider accepting the temporary role of Acting Clerk whilst recruitment is taking place.
- iii. To delegate powers to the Human Resources Committee to take responsibility for the recruitment process.
- iv. To contract One Voice Wales to oversee the recruitment process.

**2020/255. Sickness and Absence Policy**

**RESOLVED**

To delegate responsibility to the Human Resources Committee for the review of the draft Council Sickness and Absence Policy.

***With no further business to discuss the Chair closed the meeting at 7.45pm.***