



Bargoed Town Council

Bargoed Town Hall, Bargoed Police Station,

Hanbury Road, Bargoed. CF818XF

Telephone 01443 830184 / 07789321664

E-mail: clerk@bargoedtc.org.uk

Website: www.bargoedtc.org.uk

Minutes of the Policy and Resources Committee Meeting 29th March 2023

Present: Councillors R Carroll; P Collins; J Davies; C Andrews; H Llewellyn; J Bissex.

Also in Attendance: Mrs H Williams, Town Clerk.

Meeting Chairman: Councillor Reg Carroll (Deputy Mayor)

1. Apologies for Absence
Councillor Williams (school governors meeting); Councillor D IngramJones (school governors meeting).
2. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.
No declarations received.
3. Press and Public Participation Session.
No enquiries received by the clerk.
4. To receive, approve and sign Minutes of the Policy & Resources Committee 1st March 2023.
Councillor J Davies moved the minutes as a true record; Councillor P Collins seconded. Members RESOLVED to approve the minutes instructing the chair to sign them in the presence of the meeting.
Councillor Bissex joined the meeting at this point.
5. To receive updates from the clerk on items from the previous meeting minutes not already on the meeting agenda. (IT support proposal; employers' pension contributions)
The clerk provided members with an update on no progress to date regarding the edited proposal for IT support services and training; and also that confirmation has been received from both the section 151 officer at Caerphilly County Borough Council and the pensions manager at Torfaen County Borough Council that the previous arrangement for the Bargoed Town Council membership of the local government pension scheme (for valuation purposes and employers contribution rates) remains in place. Therefore, there is no requirement for an additional one payment each year of £5,000 and the employer contribution rate for the next three years will be the same as CCBC at 19.9%, which is a rise of 2% on the 2022_23 financial year.
6. To review, approve and sign payment list.
The clerk provided Members with on-screen access to the payments list already circulated to the committee electronically and drew Members attention to two specific items on the list: the One Voice Wales Membership renewal and the Easter activities for young people. Both invoices had been included by the clerk because it was end of financial year and the invoices were expected, however the CCBC invoice £800 will need to be included as a creditor in the year end accounts. The membership renewal is a positive news item as this year council has been able to pay the renewal in the correct financial year instead of carrying it forward to the new year. The renewal invoices will fall within the correct year from 2023 onwards.

Signed: _____ Date: _____ P&R committee minutes

7. To review projected accounts at year end and approve allocation of earmarked funds.
Members considered the year end predictions along with the previously allocated £5,000 for the additional employers' pension contributions which will no longer be required. The committee RESOLVED to earmark £7,000 for the King Charles III Coronation Event grants programme for voluntary organisations.
8. To consider employee benefits with a view to improving recruitment activities.
The committee discussed recent recruitment activity in regard to the deputy clerk post, commenting that several local councils have recently struggled to attract suitable candidates to fill clerk/RFO/deputy positions. The recruitment crisis is being felt across all sectors, and this is one of the reasons that Caerphilly County Borough Council has recently reviewed employee benefits. Members spoke about provisions within the green book terms and conditions of employment for local government employees, and the recent move to more agile working which improves the work life balance.
Councillor Collins proposed that the committee adopt the same annual leave entitlements as Caerphilly County Borough Council awarding employees with up to 5 years' service 30 days annual leave and employees with over 5 years' service 34 days – pro rata'd for part time employees. Councillor Llewellyn (mayor) seconded the proposal.
The meeting chairman asked for a show of hands and the committee RESOLVED to unanimously support this change. The clerk was instructed to document this change, update the flexitime guidance to reflect the use of one day per month of time off in lieu, and edit written terms and conditions accordingly.
Members reviewed the advertisement for the deputy clerk/deputy responsible finance officer post to reflect the generous package of employee benefits for the successful candidate.

This concluded business of the agenda. The meeting closed at 17.40pm