



Minutes of the Policies and Contracts Committee Meeting of Rogiet Community Council held on Wednesday 7th October 2020, which commenced at 7pm via video conferencing.

Councillors Present: Cllr Sebastian McVicker-Orringe (Chair), Cllr Robert Stallard, Cllr Anna Wilson

In Attendance: Pam Curtis (invited to attend 7:10pm for discussion regarding Little Tigers contract only)

MIN NO. (PRECEDED WITH 2020)	Business Transacted
01	<p><i>TO APPOINT A CHAIR TO THE POLICIES AND CONTRACTS COMMITTEE</i></p> <p>To accept nominations and appoint a member to the position of chair to the Policies and Contracts Committee.</p> <p><u>Resolved:</u> <i>Cllr McVicker-Orringe appointed as Chair to the Policies and Contracts Committee.</i></p>
02	<p><i>TO RECEIVE APOLOGIES FOR ABSENCE</i></p> <p>Apologies were received from Cllr Peter Milmine.</p> <p><u>Resolved:</u> <i>to accept the absence and reason for absence of Cllr Peter Milmine</i></p>
03	<p><i>STAFF CONTRACTS</i></p> <p><u>Resolved:</u> <i>to defer until after discussion with Pam Curtis in order to discuss confidentially. ***</i></p>
04	<p><i>LAND AND BUILDING USE</i></p> <p>As a result of Little Tigers' most recent inspection in March 2020 (prior to lockdown) they day nursery were told they could no longer offer all day care due to the building not being appropriate for this. As a result the nursery now runs three different slots – 1 hour morning slot, and a further 2.5 hours in the morning and 2.5 hours in the afternoon.</p> <p>The inspection set restriction on attendance per child to 4 hours per day only, therefore children can attend the 1 hour session and a 2.5 hour session only. This has impacted many families in the village who now need to place their children in a nursery outside of Rogiet.</p>



	<p>It was reiterated that a wash hand basin is needed – this has been stated in at least two subsequent annual inspections.</p> <p><u>Resolved:</u> <i>Pending being found appropriate by the inspector, to recommend that council hire a portacabin to site behind the pavilion as a temporary measure to fulfil the immediate need of families in Rogiet of all-day childcare. An appropriate hire rate for the Council to charge the nursery would need to be established for this.</i></p> <p><u>Resolved:</u> <i>To recommend that redecoration and upkeep of the pavilion community room be transferred to the responsibility of the Council, and that the Council begin urgently following up on previous proposals of extending the pavilion, or reconfiguring it, being mindful of the needs of the football team and other sporting teams.</i></p> <p><u>Resolved:</u> <i>To recommend a wash hand basin be installed in the kitchen of the Sports Pavilion as soon as possible.</i></p> <p><u>Resolved:</u> <i>To defer the adoption of a contract until the above issues are resolved.</i></p> <p><u>Resolved:</u> <i>To recommend that the Council explore as options extending/remodelling the pavilion to cater for parents of Rogiet children relying on Little Tigers in the medium/long term.</i></p>
03 continued	<p>***</p> <p><u>Resolved:</u> <i>to recommend that Council approve the clerk’s contract, as finalised by the Policies and Contracts Committee.</i></p> <p><u>Resolved:</u> <i>to recommend that Council apply the assessed salary scale of the clerk (LC2 substantive) to the start date of the contract and pay outstanding back-pay.</i></p> <p><u>Resolved:</u> <i>to recommend that Council re-assign the RFO’s previous role and salary scale to LC2 substantive from 2016 onwards, and pay outstanding back-pay subject to written confirmation by One Voice Wales.</i></p> <p><u>Resolved:</u> <i>to recommend that Council approve the addition of two hours per week to the Clerk in line with addendum to contract, as finalised by the Policies and Contracts Committee.</i></p>
05	<p>POLICIES</p> <p><i>A minor amendment was made to the Social Media Policy.</i></p>



	<p><u>Resolved:</u> To recommend that Council adopts the following policies:</p> <ol style="list-style-type: none">1. <i>Disciplinary Policy</i>2. <i>Grievance Policy</i>3. <i>Expenses Policy</i>4. <i>Sickness Absence Policy</i>5. <i>Social Media Policy</i>
06	<p><i>FUTURE MEETING</i></p> <p><u>Resolved:</u> That owing to the very busy schedule for the council in the near term the committee will not set another meeting date at this point.</p>

Meeting closed at 9:00pm

Signed:Chair

Date: