

**20 May, 2015.**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 57 – 63**

At a Meeting of the **POLICY AND RESOURCES COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 20 May, 2015 at 4.45 p.m.

**Present:** Cllr. S. M. Donoghue (Vice Chairman in the (Chair))

**Cllrs**

M. V. Davies	J. S. Phillips
H. J. Evans	A. J. Rogers

**Absent:** F. Akhtar

**57. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. L. J. Butler, D. M. Cundy, T. Devichand, T. J. Jones, A. G. Morgan and C. A. Rees.

**58. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**59. APPOINTMENT OF SUB-COMMITTEES**

**(1) HUMAN RESOURCES**

**RESOLVED** that the Chairman of Committee, Leader of Council and Cllr. H. J. Evans, be appointed.

**(2) APPEALS**

**RESOLVED** that the Chairman of Council, the Vice-Chairman of Committee and Cllr. J. S. Phillips, be appointed.

**60. SERVICE PLANS 2015/16**

Members considered the Council's Service Plans 2015/16 which set key objectives for the following service groups:-

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- Administrative Services;
- Community Services;
- Recreation and Leisure Services; and
- Training Services.

**RESOLVED** that the service plans be accepted.

**61. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960**

**RESOLVED** that in view of the confidential nature of the business to be transacted, the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

**62. STAFFING MATTERS**

Members considered the report of the Deputy Clerk (Administration) informing of staffing matters.

**RESOLVED** that the report referenced 05:2015 be accepted.

**63. EMPLOYMENT LAW AND HEALTH AND SAFETY POLICIES**

**RESOLVED** that the following employment law and health and safety documents compiled by the Council's advisory service be accepted:

1. Statement of Main Terms of Employment;
2. Employee Handbook (Employment); and
3. Employee Health & Safety Handbook.

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The meeting concluded at 5.20 p.m.

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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 9 June, 2015, adopted by the Council.