



Meeting of the Personnel & Asset Management Committee

Bollington Town Hall

At 10.00 am on Friday 17th September 2021

Members with voting rights:

Town Mayor Cllr Johanna Maitland

Deputy Town Mayor Cllr John Stewart

Cllrs: Amanda Stott, Angela Williams, Sara Knowles and Jon Weston

Chair: Cllr Johanna Maitland

Town Clerk: Julie Mason

Declarations of Interest To receive any Declarations of Interest

Public and press present To receive comments from the public and press if present.

AGENDA

1. To receive and approve apologies for absence.
2. The review and approve the draft minutes from Extraordinary Committee meeting on 11/08/21 Attached
3. To discuss matters raised from the minutes
4. To discuss the transfer of the land to Bollington Leisure and resolve actions
5. To discuss Brookbank House and the progress with the actions recently undertaken by the Committee. To note the new tenancy agreement with the change in energy supply and to note the meeting with the Clerk on 17th September.
6. To discuss the allotments and recent comments raised by Cllr K Edwards – the Clerk to give a verbal report.
7. To agree to instruct a new contractor to carry out the legal statutory obligations at the Civic Hall and Town Hall as Engie contract to due to cease in October 2021.
8. To give an update on the Fire Risk Assessment at the Town Hall
9. To discuss the transfer of the Town Hall – Cllr A Stott and the Clerk to request relevant information to be included in the report due to be completed for full Council.

10. To discuss the support to the Bollington Initiative Trust from the Town Council and receive a report from Cllr J Stewart.

11. To note progress with the EVC project at Pool Bank Car Park

12. The Committee have been requested by the Audit & Governance Committee to revisit the Recruitment Policy and make suitable amendments

- Recruitment Policy Attached
- To note the relevant GDPR advice Attached
- Monitoring Form – advice from HR company

13. To consider the E Learning course request for Town Hall staff and Councillors Attached

14. To discuss and approve the next steps on transferring the land at Turner Rise following approval at Full Council

15. To discuss the budget requirements for the Personnel & Assets Committee for 2022/23 and to note the fixed assets register Attached

16. To discuss the contract with Ellis Whitham

Part B

- To discuss staff matters

Date of Next Meeting: TBC