

## FILEY TOWN COUNCIL

### STAFFING COMMITTEE HELD ON 2 JUNE 2009 AT 10.00AM

Present : Cllr Mrs A Newbury (in the Chair), Cllr C Hodgson, Cllr D Murton, Cllr Mrs J Viles and Cllr Mrs M Wright, Mrs G Robinson, Town Clerk

Also present: Mr E Pinder, Honorary Archivist

The Chairman welcomed everyone to the meeting.

#### NOTICE OF MEETING

**RESOLVED : That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972. 345/09**

#### APOLOGIES

Cllr R Walker had sent apologies to the meeting due to holiday. It was

**RESOLVED: That Cllr R Walker's apologies be accepted. 346/09**

#### DECLARATIONS OF INTEREST

**RESOLVED : That it be noted no declarations of interest were received. 347/09**

#### ELECTION OF CHAIRMAN

It was proposed and duly seconded that Cllr Mrs A Newbury be elected as Chairman of the Staffing Committee for 2009/2010. It was

**RESOLVED : That Cllr Mrs A Newbury be elected Chairman of the Staffing Committee for 2009/2010. 348/09**

#### ELECTION OF VICE CHAIRMAN

It was proposed and duly seconded that Cllr C Hodgson be elected as Vice Chairman of the Staffing Committee for 2009/2010. It was

**RESOLVED : That Cllr C Hodgson be elected Vice Chairman of the Staffing Committee for 2009/2010. 349/09**

#### TERMS OF REFERENCE

Members had previously been circulated with a copy of the Terms of Reference for the Staffing Committee. The Clerk stated that a review of all council committee's Terms of Reference should be undertaken by each new committee at their first meeting after the Annual Council Meeting and asked for the committee's acceptance of the Terms of Reference. The Clerk stated that the Terms of Reference can be reviewed at any time throughout the year and any recommendations made to the full council. It was

**RESOLVED: That the Staffing Committee's Terms of Reference be accepted by the Staffing Committee for 2009/2010. 350/09**

#### ARCHIVE FUNDING BID

The Chairman invited Mr Pinder, Honorary Archivist to speak and he outlined proposals for a project called 'Your Family' Your Home' Your Filey' which would incorporate studies of families, buildings and the general history of Filey. The outcome of the project would be invaluable to local schools, the Library and Filey Tourism Association had expressed an interest in producing an historical pack for visitors. Mr Pinder stated that he had previously discussed the project with members of the Archive Working Party and it had been agreed to support a joint bid for external funding for this project to the Heritage Lottery Fund and the Esme Fairburn Foundation which would be in the region of approximately £120,000. Mr Pinder circulated a copy of the staffing requirements for the project to Members (copy attached).

*Mr Pinder was asked to leave the meeting at this point.*

**ARCHIVE FUNDING BID continued**

The Clerk informed Members that the staffing requirements for the prospective bid would need careful consideration as this would involve several implications as the bid would need to be submitted in the name of the Town Council. The Chairman suggested that it may be appropriate to invite Mrs P Reeve, Community Funding Advisor to the next Staffing Committee meeting to discuss this further and the Clerk and the Chairman draw up a list of the implications involved.

*Mr Pinder was invited to return to the meeting at 10.40am*

The Chairman explained to Mr Pinder that the Staffing Committee would consider all options involved for staffing proposals within the bid at their next meeting at which Mrs Reeve would be invited to attend. Mr Pinder stated that he would need to submit preliminary bids for the project before October 2009. It was

**RESOLVED: That the Clerk and the Chairman draw up a list of staffing implications involved for the prospective Archive Project prior to the bid being submitted for discussion at the next Staffing Committee meeting.**

**352/09**

**RESOLVED: That Mrs P Reeve, Community Funding Advisor be invited to attend the next Staffing Committee Meeting.**

**353/09**

**Cllr Mrs A Newbury**  
Chairman  
Staffing Committee