

1. Present : Cllrs Chris Morgan (mins) , Jill Winslade, Phil Rosser, Liz Aldworth, Steve Aicheler.

Guest: Mr Derek Allford. Chair of Bedwas Workmen's Hall.

Non Committee Observer : Cllr Ingram

2. Declarations of interest; Cllrs Morgan, Winslade and Rosser declared a personal interest as members of the Bedwas Workmen's Hall Committee, although this is not deemed a prejudicial interest.

To Discuss the job description for the Bedwas Workmen’s Hall Caretaker employed by BTMCC. The Caretaker was employed by BTMCC after discussion with BWMH over their requirements for the hall in 2018. As it’s been five years since the initial job description was compiled, and taking into account the evolving work of the hall, and its role in the community, plus the future requirements for grant aid to future proof the building it was decided that the caretaker role be looked at again, and any changes in the role be agreed by this committee, presented to council and then to the employee as part of a consultation period.

This document was presented to the committee and discussed as acceptable as fitting in with both requirements of the council and the hall. All Agreed.

4. To discuss the caretaker hours as contracted. The Caretaker hours as required in the original 2018 job description are not deemed to change with the new job description. DA explained the hall require 20 hours. Any changes to these 20 hours would have to be raised by the employee and consulted with BTMCC, the employer.

[illegible]

[REDACTED]

7. Conflicts of Interest. DA referred committee to the Charity Commission Rule book and advised that a serious conflict of interest could have occurred with the current situation with a senior officer who is also a BTMCC employee at the hall. DA explained that the hall needs to up the ante in professionalism and has now compiled a Conflict-of-Interest Policy that all volunteers will be made aware of.

[REDACTED]

[REDACTED]

Derek Alford was thanked for his attendance and left the meeting.

8A. CM explained that the Caretaker had given notice of a wish to take 3 weeks off in September 2024. All agreed.

9. Half Year budget review.
Changes to payments from Torfaen Pension fund noted.
Budget heading Garden and Repairs is currently overspent because of the unforeseen roof repairs to the main building in the summer, CILCA recommends budgets do not show a deficit, so it was agreed to move funding out of the carry forward balance to balance the budget as a house keeping exercise as per CILCA rules.

Meeting ended @ 2015.

