

**ROYAL BOROUGH OF KENSINGTON AND CHELSEA**

**NOTES FROM THE MEETING BETWEEN THE LEADER AND  
THE TOWN CLERK**

**HELD ON FRIDAY 13 MAY 2016**

1. A record of the meeting held on 5 May was noted.
2. Matters arising
  - a. The Town Clerk noted a mishap in the payment of consolidated pay increases for staff on Hay pay scales.
  - b. Follow-up with Mr Parker of the Leader's telephone conversation with Cllr Roe was scheduled for later on 13 May; the Leader said that Cllr Coleridge, Cllr Weale and he might see Cllrs Roe, Robathan and Devenish (or his successor) before the summer.
  - c. The Leader would discuss with Mr Miller the proposed meeting with local business people.
  - d. The Leader was considering the draft letter to the Secretary of State for Transport.
3. Leader's issues
  - a. The Leader had attended the joint tasking meeting of the community police; Cllr Atkinson was invited to a future such session.
  - b. With Cllr Feilding-Mellen, he had visited Grenfell Tower: the work had been well done. Officers should not be put off by barracking from Eddie Daffarn!
  - c. With Cllrs Ahern and Pascall, the Leader had visited the Earls Court redevelopment and been fully briefed by Capco.
  - d. The Leader said that he would be recommending some changes in Cabinet membership and responsibility at the Majority Party meeting on 16 May.
  - e. Cllr Lindsay had written to him about scrutiny.
  - f. There had also been correspondence on the Tabernacle.
4. Specific items
  - a. The Town Clerk had met and briefed the two newly elected Councillors.
  - b. He had suggested further Members for the Appointments Panel for the Director for Corporate Property.

5. Any other business

None.

N I Holgate  
Town Clerk

For future business:

- The Town Clerk discussed the pay of Heads of Service. (Action: **NH**)
- The Leader asked whether departments were encouraged to enter for awards such as those run by the LGC. The Town Clerk said he was aware of a few examples and would encourage senior managers accordingly. (Action: **NH**)
- The Leader asked the Town Clerk to promote greater responsiveness across the Council to answering the phone: the Town Clerk now has a report and will discuss it at the next Management Board meeting.
- The Leader noted the investigation into what may have been a failure to offer care to a vulnerable elderly woman over the holidays: as at 22 April, there was no reliable news.
- The Leader sought the filling of space in the basement of Notting Hill Library as an offsetting source of income for the cost of the two artists' studios.