

BLOXHAM PARISH COUNCIL – STAFFING COMMITTEE

MINUTES OF THE MEETING HELD AT ST MARY'S PARSH ROOMS ON WEDNESDAY 30 JANUARY 2019 AT 7.30PM

PRESENT: Councillors Joanna Barton, Steve Craggs, Nick Rayner and Jenny Yates.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer).

APOLOGIES: None

1/18 DECLARATIONS OF INTEREST – There were no declarations of interest. Members were reminded that advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice could not be given to Councillors at Parish Council meetings.

2/18 APPOINTMENT OF CHAIRMAN 2018/2019 – Councillor Jenny Yates asked for nominations for Chairman of the Committee for 2018/2019

Resolved that Councillor Nick Rayner be appointed as Chairman for 2018/2019.

3/18 MINUTES - The minutes of the meetings held on 28 March 2018 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes be approved.

4/18 MATTERS ARISING – There were no matters arising.

5/18 EXCLUSION OF THE PUBLIC AND PRESS

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 6/18 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

6/18 STAFFING – The Committee discussed the role, appraisal and salary of the Clerk and Responsible Financial Officer.

The Clerk and Responsible Financial Officer left the meeting when the Committee discussed her salary for 2019/2020.

Recommended that:

- 1) the Clerk and Responsible Financial Officer's appraisal for 2018/2019 be noted;
- 2) the Clerk and Responsible Financial Officer's hours be increased to 21 and a half hours per week on a permanent basis;
- 3) the increase in hours to 21 and a half, be backdated to January 2019;
- 4) the new pay scales, approved by the National Joint Council for Local Government Services be adopted from 1 April 2019;
- 5) from 1 April 2019, the Clerk and Responsible Financial Officer's salary be appointed to the new SCP 24 of the National Joint Council for Local Government Services salary scales; and
- 6) it be noted that, the resultant increase in salary and pension contributions are in accordance with the Parish Council's budget for 2019/2020.

Action TG

(The meeting ended at 8.30pm)

Councillor Nick Rayner - Chairman