

Wickwar Parish Council
Meeting of the Parish Council Staffing Committee – DRAFT Minutes

A meeting of the above committee of Wickwar Parish Council was held on Tuesday 17th August 2021 at Wickwar Town Hall, commencing at 6.00pm.

Attended:

Councillor S Isaac (Chairman)

Councillor G Fielding

Councillor C Maidment

1.08.21SC To RECEIVE apologies for absence.

No apologies.

2.08.21SC To AGREE whether the minutes of the Staffing Committee meeting held on 31st January 2020 should be signed as an accurate record of the meeting.

It was RESOLVED to approve the minutes of the meeting held on 31st January 2020. They were duly signed.

3.08.21SC To determine which items, if any, of the Agenda should be taken with the public excluded. As the following items will consider matters related to the employment of staff a resolution to exclude the press and public may be required, under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100.

It was RESOLVED to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100, as the following items considered matters related to the employment of staff.

4.08.21SC Appraisals – To RECEIVE and APPROVE the Clerk's appraisal (dated 28th April 2021) for 2020/21 and objectives for 2021/22

It was RESOLVED to APPROVE the Clerk's appraisal for 2020/21 and objectives for 2021/22.

5.08.21SC To CONSIDER and APPROVE the following changes to the Clerk's contract:

- Increase in hours to be made permanent (13.1)
- Leave increased to 22 days pro rata plus two extra statutory days in line with the Local Government Pay Deal effective from April 2020 (15.1).

It was RESOLVED to APPROVE the following changes to the Clerk's contract: a permanent increase in the Clerk's hours (13.1); increase leave entitlement to 22 days pro rata plus two extra statutory days in line with the Local Government Pay Deal effective from April 2020 (15.1). Contract variation letter to be issued.

Signed.....Chairman.....Date

6.08.21SC Pay review – To CONSIDER and APPROVE the Clerk’s annual pay award backdated to 1st May 2021.

It was RESOLVED to recommend to Full Council that the clerk’s salary be increased by 5 scale points to point 23 (National Joint Council for Local Government Services (NJC) pay scale) backdated to 1st May 2021.

7. 08.21SC Pension provision – To CONSIDER information provided from the Local Government Pension Scheme and AGREE a recommendation to full Council about joining the scheme and inviting eligible employees to join (switching from the current provider)

Councillors requested that the Clerk obtain an estimate of the costs of joining the scheme from the Avon Local Government Pension Scheme, to be presented to Full Council.

Signed.....Chairman.....Date