

Evercreech Parish Council

DRAFT Staffing Committee Minutes

17th May 2018

DRAFT Minutes of the Meeting of Evercreech Parish Council Staffing Committee held this day in Evercreech Village Hall, Victoria Square, High Street, Evercreech at 7.0pm.

PRESENT: Councillors - Ian Elliott, Gail Wakeford Rob Reed

Also present: No other persons present

- 1 Apologies for Absence - None
- 2 Declarations of Interest and Dispensation - None
- 3 Open Session - No Members of Public Present
- 4 Proposal re Staff Contact Point.

Issue had recently arisen to ai maintain a contact point for all staff when clerk was on leave. (When Clerk is on leave for one week or less there is no call divert)

After discussion proposal agreed that staff members should be supplied with Chair and Vice Chair contact details, for use if staff are unable to contact Clerk for any reason.

Proposed by Gail Wakeford

Seconded by Rob Reed

Voting - All in Favour. No Abstentions - Motion Passed

- 5 Proposal to Revert to Closed Meeting - Staff Confidential Matters

Proposed - Rob Reed

Seconded - Gail Wakeford

No Members of Public Present, so no one was required to leave meeting

- 5a Proposal re Staff Salary Increase

NALC 2018/2019 National Collective Agreement salary guidelines have been received. The council applies the agreed salary increases back dated to 1st April.

Proposal to apply hourly salary increases as agreed salary grades.

Proposed by Ian Elliott

Seconded by Rob Reed

Voting - All in Favour. No Abstentions - Motion Passed

5b HR Assistance

Proposal to inform the council that as a result of review meetings and Clerk feedback the staffing committee is of the opinion that we are unable to resolve the presenting issues and relationship problems without professional assistance. Recommend to council that an HR professional is engaged to assist the council in resolving this complex situation. Actions - Committee Chair to approach SALC to seek HR support recommendations.

Proposed by Gail Wakeford

Seconded by Rob Reed

Voting - All in Favour. No Abstentions - Motion Passed

5c Expected Budget

HR Budget: £50 per hour - Expect 15 hrs effort - £750.

Proposed by Ian Elliott

Seconded by Rob Reed

Voting - All in Favour. No Abstentions - Motion Passed

5 Proposal to Re Open Proceedings in Public

Proposed by Ian Elliott

Seconded by Rob Reed

Voting - All in Favour. No Abstentions - Motion Passed

Date of Next Meeting:

To be confirmed

The meeting closed at 7:59pm.

Signed..... Date.....