

# TOWN COUNCIL OF GRANGE-OVER-SANDS

**Chairman/Mayor:**  
Cllr. Roger Handley

**Vice-Chairman/Deputy Mayor:**  
Cllr. Ann Walmsley

**Town Clerk:**  
Mrs. C. Benbow



Council Offices  
Main Street  
Grange-over-Sands  
Cumbria  
LA11 6DP

Tel: (015395) 32375  
[www.grangeoversandstowncouncil.gov.uk](http://www.grangeoversandstowncouncil.gov.uk)  
email:[council@grangeoversands.net](mailto:council@grangeoversands.net)

V.A.T. Reg.No: 164 8707 80

## Minutes of the Staffing Committee

held in the Chamber, Victoria Hall, on Wednesday 12 June 2024 at 7pm.

Present: Cllrs. R. Handley, A. Walmsley, T. Thomas, C. Logan, J. Walmsley

Mrs. Benbow – Town Clerk.

### MINUTES

#### SC 24/01 Apologies for Absence

All were present.

#### SC 24/02 Public Participation: Have Your Say

There were no members of the public present.

#### SC 24/03 Minutes of the Previous Meeting

Members considered the Minutes of the Meeting of the Staffing Committee held 7 February 2024.

#### RESOLVED

That the Chairman was authorised to sign the Minutes of the Meeting of the Staffing Committee held on 7 February 2024 as a true record.

#### SC 24/04 Declaration of Interests and Dispensations

There were no interests disclosed in matters to be discussed or requests for dispensations.

#### SC 24/05 Public Bodies (Admission to Meetings) Act 1960

Members considered if any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

Although there were no public or press present, Members noted that Items 6 and 7 were confidential as they concerned individual staff.

### **SC 24/06 Appraisals**

Members considered staff appraisals and probation periods update, actions agreed and salary recommendations.

Members noted that the Hall Manager's six-month probation period was successfully completed on 30 April 2024.

#### **RESOLVED**

That Full Council is recommended to award the Hall Manager an increment, to be backdated from 30 April 2024, and the Chairman authorised to sign the updated salaries sheet.

### **SC 24/07 Front of House Team Recruitment**

Members noted an update from the Town Clerk, that two more casual Front of House team members have been appointed and considered a pay grade review of the role. There are now five Front of House team members. Staff to specifically move chairs and set up for events in the Hall are still required.

#### **RESOLVED**

That Full Council is recommended to regrade the Front of House role to the NALC pay band (SCP LC1 (13-17) above substantive benchmark range), award an increment accordingly, and the Chairman authorised to sign the updated salaries sheet.

### **SC 24/08 Next Meeting**

Members noted that the next meeting of the Staffing Committee would be convened as required. The meeting closed at 8 pm.

Signed

Chairman

Date