

Draft Minutes of the Staffing Committee

held at the Bandstand, Park Road Gardens, on Thursday December 30th 2021 at 2:30pm

Present were Cllrs. Thomas, Walmsley, Logan and Handley

The Town Clerk was not present.

MINUTES

1. Apologies for Absence

There were no apologies.

2. Public Participation: Have Your Say

There were no members of the public present,

3. Minutes of the Previous Meeting

Members considered the Meeting of the Staffing Committee held on Thursday 21st October 2021.

RESOLVED That the Chairman was authorised to sign the Minutes of the Staffing Committee held on Thursday 21st October 2021 as a true record.

4. Declaration of Interests and Dispensations

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

5. Public Bodies (Admissions 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 Item 6 was confidential as it concerned staff.

6. Town Clerk Appraisal

Members noted the ongoing appraisal of the Town Clerk which had taken place throughout the previous year.

Members considered the increase in complexity and work load due to the Coronavirus Pandemic and also the lack of increased support for the Town Clerk in this and previous years, despite it being the original intention when she was appointed - this being mainly due to the difficulty of separating elements of the job for someone else to carry out without the Town Clerk having to instruct and oversee the actions, thus negating any potential gain.

RESOLVED

That the Town Clerk be awarded one incremental point beyond her current pay-scale in acknowledgement of the above from February 1st 2022

7. Next Meeting

Members considered agreeing a date for the next meeting of the Staffing Committee.

RESOLVED

That the Committee would meet when next required.

The meeting closed at 2:57pm