

## **EARNLEY PARISH COUNCIL EMPLOYMENT COMMITTEE**

Minutes of Earnley Parish Council Employment Committee Held on 23<sup>rd</sup> July 2015

**PRESENT:** Cllrs. Sandy Simpson (Chairman), Keith Martin, Chris Charter, Shaun Perry and Robert Carey.

**In attendance:** Louise Chater (Clerk)

### **08.15 PUBLIC QUESTION TIME**

None.

### **09.15 ELECTION OF VICE CHAIRMAN**

On a proposal by the Chairman it was RESOLVED to elect Shaun Perry as Vice Chairman for the Council year ended 31 March 2016.

### **10.15 APOLOGIES AND REASONS FOR ABSENCE**

County Cllr. Pieter Montyn - personal.

### **11.15 CODE OF CONDUCT**

1. Declarations of Interest on items included on the agenda - none.
2. Dispensation requests - none.

### **12.15 CLERK'S HALF YEAR APPRAISAL**

1. Update of appraisal carried out by Cllr. Simpson  
The Chairman stated that the half yearly review was to review the objectives some of which objectives have already been meet.
2. Targets set for the remainder of 2015
  - a) Work with the Councillors and Community to produce a Community Led Plan  
New objective - publishing objectives and using information at annual assembly to discuss with parishioners  
New Objective - working on action plan to achieve objectives
  - b) To maintain all current procedures
  - c) Financial Reports, Budgets - to review in discussion, the format of budget and monthly reports
  - d) To meet with Cllr. responsible for finance quarterly to review accounts

The Clerk left the meeting.

### **13.15 CLERKS CONDITION OF EMPLOYMENT**

1. Review of salary scale following half yearly review. Following discussion it was considered appropriate to increase the clerk's

salary to scale point 23 to bring the employment conditions more in line with the salary scale for positions currently being advertised.

2. Review of salary scale 2016/17 in preparation for budget setting  
It was agreed to review this at the budget setting meeting and no further employment committee meeting would be required.

#### **14.15 RECOMMENDATION TO FULL COUNCIL**

On a proposal by the Chairman it was RESOLVED to recommend to full council that with effect from the 1<sup>st</sup> October 2015 the clerk's spinal point be increased to scale point 23 for an average of 10 hours per week.

The Clerk returned and was advised of the Committee's decision.

Meeting closed at 9.37pm

Signed \_\_\_\_\_ Chairman to Earnley Parish Council Employment Committee

Dated \_\_\_\_\_