

Nash Mills Parish Council

Nash Mills Parish Council Personnel Meeting

Monday 11th November 2019

Nash Mills Village Hall, Lower Road, Nash Mills

7.30pm

Due to the confidential nature of the items being discussed at this meeting the public and press are excluded under Public Bodies Admissions to Meetings Act 1960 s2.

In accordance with Schedule 12a, Local Government Act 1972 the items on the agenda for discussion are deemed confidential.

Minutes

Present Cllr Steve Roberts, Cllr Michele Berkeley, Cllr Lisa Bayley, Cllr Jan Maddern, Cllr Emily Tout
No apologies.

0001/19/P Warden Contract (circulated)

- To consider and if approved, agree the revised Warden Contract.
- If approved, to note the new SCP and agree the backdated award.
- To instruct the Clerk to arrange signing of the contract and notify the payroll provider of the new SCP and backdated award.

A discussion was held, the clerk clarified that comparisons were made to similar roles locally and the most relevant PayScale was selected.

It was Resolved, Proposed Cllr Steve Roberts, Seconded Cllr Michele Berkeley that the updated warden contract be accepted, and a pay rise awarded to SCP2 of the NJC PayScale backdated to 1st April 2019 with the holiday allowance being updated to the new contracted terms. Unanimous decision.

Action: Clerk to advise Warden and pay roll provider and to arrange for the contract to be signed.

0002/19/P Clerk Working Pattern (circulated)

- To consider the proposed revised working pattern for The Clerk.

A discussion was held, and the two options discussed.

It was Resolved, Proposed Cllr Steve Roberts, Seconded Cllr Michele Berkeley that option 1 listed below (with Mondays being 12-5) be approved. Cllr Roberts to arrange an addendum to the clerk's contract and the clerk to update contact details on website and emails. Unanimous decision.

Suggested Hours for consideration by Council

Existing	Option 1	Option 2
Monday 1-6	1-6 (or 12-5)	1-6 (or 12-5)
Tuesday 8-1	9-5 (30 min lunch)	9-5 (30 min lunch)
Wednesday 8-1	off	9-5 (30 min Lunch)
Thursday 8-1	9-5 (30 min lunch)	off
Friday Off	off	off
20 hrs	20 hrs	20 hrs

Meeting closed 7.45pm

..... Chair Personnel/...../.....