



NASH MILLS
PARISH COUNCIL

NASH MILLS PARISH COUNCIL

PERSONNEL COMMITTEE

Report to Full Council

14 February 2022

Report of meeting held on 10 January 2022 at Nash Mills Village Hall

Present:

Councillor Steve Roberts (Chair)
Councillor Michele Berkeley (Vice Chair)
Councillor Alan Briggs

In Attendance:

Nikki Bugden (Clerk)

Cllr Bayley and Cllr Maddern sent apologies which were noted.

NOTES:

1. Full minutes for this meeting have been provided to all members of the Committee and will be signed at the next Committee Meeting
2. By reason of the confidential nature arising out of the business to be transacted, in accordance with LGA1972, Schedule 12a (part1), members of the public and press were not allowed at the final section of the meeting where Allowances and Staffing Budgets were discussed.

Appraisal Scheme

The NMPC scheme was adopted unanimously as proposed, with one amendment to the effect that the appraisal meeting would be carried out by two councillors, ordinarily the Chairman Personnel and Vice Chairman Personnel, but if either or both of these were unavailable, other councillors could carry out the appraisal on their behalf.

Clerks Job Description and Objectives

These documents were prepared by the Clerk in discussion with the Chair Personnel in 2021 following the March appraisal meeting but had not been presented previously to the Committee for approval. They were approved by unanimous vote.

Training Budget

The committee noted the training budget as approved by full council December 2021. This action was delayed due to the deferral of the October Personnel meeting.

CONFIDENTIAL ITEMS

Allowances

The Committee agreed to increase the Clerk's working from home allowance for 2022/23 in line with budget figures set by full council and HMRC guidance.

Staffing Budgets

The committee reviewed the current staffing budgets as approved by full council for 2021/22 and 2022/23 and made no additional recommendations prior to precept setting. Due to the deferral of the October personnel meeting the clerk had considered contingency planning and had budgeted accordingly.

Clerk's salary

1. The Clerk has had no performance-related increases in 3 years. The only increase was a contractual increase due to CiLCA being passed.
2. We are still awaiting this year's annual statutory pay awards.
3. The Chairman Personnel proposed that the Clerk be awarded a performance-related salary increase of 1 spinal column point. This is in recognition of sustained, high standard of work, emphasis on continued professional development and the efforts made to build links between NMPC and other clerks, councils and public agencies. There was a unanimous decision to accept the proposal, with the change effective from 1st April 2022 to coincide with the new budget figures agreed by full council.

Next meeting

No date was set for the next meeting.

Councillor Steve Roberts

Chairman of Personnel Committee