

**ST CUTHBERT (OUT) PARISH COUNCIL
MINUTES OF THE MEETING OF THE STAFFING COMMITTEE
HELD IN COXLEY MEMORIAL HALL ON WEDNESDAY
23rd AUGUST 2017**

PRESENT: Cllrs E Danson; M Hayden; J Henderson; (Cllrs Mallinson and Zorab were co-opted to the meeting).

IN ATTENDANCE: Ms Michele Exton (Parish Clerk).

01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Cllr D Ball.

02. DECLARATIONS OF INTEREST

02.01. All Cllrs declared a PROFESSIONAL interest in item 06.

02.02. No requests for dispensations for disclosable pecuniary interests.

02.03. No requests for dispensation.

03. EXCLUSION OF THE PRESS AND PUBLIC

Item 06

04. PUBLIC QUESTION TIME

No Members of the Public were present.

05. MINUTES OF ST CUTHBERT OUT PARISH COUNCIL STAFFING COMMITTEE HELD ON WEDNESDAY 26TH JULY 2017

RESOLVED: To approve the minutes of the Staffing Committee held on Wednesday 26th July 2017.

06. ANNUAL APPRAISAL OF THE PARISH CLERK AND RE-EVALUATION OF THE POSITION OF PARISH CLERK

The Clerk's annual appraisal was continued. The re-evaluation of the position of Parish Clerk carried out by Somerset Association of Local Councils and employing an Assistant Parish Clerk were discussed. The next appraisal of the Clerk to be in 6 months.

RESOLVED: To recommend to Full Council to approve the Parish Clerk's annual increment and changes to her contract effective 1st April 2017.

RESOLVED: To recommend to the Finance & Scrutiny Committee that the Clerk's payscale should be upgraded to the National Joint Council for Local Government Services SCP 29 or possibly higher for the additional responsibilities of RFO and exemplary performance.

RESOLVED: To recommend to the Finance & Scrutiny Committee to employ an Assistant Parish Clerk, initially for 10 hours (with the option of more) per week on a one-year contract.

07. DATE AND VENUE OF NEXT MEETING

TBA.