



Banwell Parish Council

Website: www.banwellpc.org.uk

E-mail: clerk@banwellpc.org.uk

Tel: (01934) 820442

Banwell Village Hall,

Westfield Road, Banwell.

North Somerset. BS24 0NJ

23rd March 2017

Dear Member,

You are summoned to attend a Meeting of the Employment Committee, to be held on Tuesday, 28th March 2017 at 7.30 p.m. at Banwell Village Hall.

Liz Shayler

Clerk to the council

AGENDA

1. Apologies for absence
2. Members' declarations of interest on any agenda item.
3. To approve as a correct record the minutes of the meeting of the Employment Committee held on 6th February 2017 (attached pages 1 & 2).
4. To discuss and agree the terms of reference for the employment committee and whether to include finance under its remit (attached page 3).
5. To agree the nationally advised 1% pay increase to spinal point 30 of the Clerks Salary (attached page 4, 5 & 6).
6. To discuss whether the Clerk should undertake the CiLCA training and the temporary provision of an increase in the Clerk's hours to undertake it (attached page 7 & 8).
7. To discuss the public open office hours and general office hours.
8. To agree the clerks annual leave 17th April until 21st April and the 27th July until the 8th August.
9. To discuss the suggested changes by NALC to the model contract (attached pages 9 & 10)
10. To agree the date of the next meeting

Members are reminded that the Committee has a general duty to consider the following matters in the exercise of any of its functions - Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.