



Banwell Parish Council

MINUTES OF A MEETING OF THE EMPLOYMENT COMMITTEE HELD AT BANWELL VILLAGE HALL AT 7.30 P.M. ON TUESDAY 28th MARCH 2017

Present: Cllr Paul Harding (Chairman), Cllr Paul Bateman and Cllr Weston

In attendance: Liz Shaylor (Clerk).

05/17 To receive apologies for absence (Agenda item 1)

Apologies were received Cllr Jo Arnold

06/17 To receive members' declarations of interest on any agenda item. (Agenda item 2)

None received

07/17 To approve as a correct record the minutes of the Employment Committee on 6th February 2017 (Agenda item 3)

Resolved – That the minutes be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous).

The minutes of the meeting were signed by the Chairman as a correct record.

08/17 To discuss and agree the terms of reference for the employment committee and whether to include finance under its remit (Agenda item 4)

Resolved – To agree to extend the terms of reference for the employment committee and to include finance under its remit. The Clerk to prepare new terms of reference for the next meeting.

The resolution was correctly proposed and seconded (Unanimous).

09/17 To agree the nationally advised 1% pay increase to spinal point 30 of the Clerks Salary (Agenda item 5)

Resolved – To agree the nationally advised 1% pay increase to spinal point 30 of the Clerks Salary

The resolution was correctly proposed and seconded (Unanimous).

10/17 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 (Agenda item 6)

Resolved – To agree the Clerk should undertake the CiLCA, including registration of £250 and a 4-day training course of £250 and the temporary provision of an increase of 6 hours in the Clerk's hours to undertake it within the year's deadline.

The resolution was correctly proposed and seconded (Unanimous).

11/17 To discuss the public open office hours and general office hours (Agenda item 7)

Resolved – That the public office hours were Tuesday 10-12pm and Thursday 1pm until 3pm. The Clerk is generally in the office between 10am and 3pm Monday to Thursday and Friday 10am until 1pm.

The resolution was correctly proposed and seconded (Unanimous).

12/17 To agree the clerks annual leave 17th April until 21st April and the 27th July until the 8th August. (Agenda item 8)

Resolved – To agree the clerks annual leave 17th April until 21st April and the 27th July until the 8th August

The resolution was correctly proposed and seconded (Unanimous).

13/17 To discuss the suggested changes by NALC to the model contract. (Agenda item 9)

Resolved – That the committee support ALCC to ensure that consultation occurs with town and Parish Councils concerning any changes to the model contract. Banwell Parish Council would not support enforced terms and conditions which are worse than those currently.

The resolution was correctly proposed and seconded (Unanimous).

14/17 Date of next meeting (Agenda item 10)

7:30pm 22nd June Banwell Children Centre.

The meeting closed at 7:55pm.

Chairman.....

Date.....