



MINUTES of the Staffing Committee meeting of Yeovil Without Parish Council, held virtually on zoom on Wednesday 2nd September 2020 (7pm – 8.03pm)

Present

In the Chair: Cllr Colin Rose
Councillors: Cllrs Graham Oakes, Iris Cotton
Officers: Dan Ledger, Barbara Appleby
Members of the Public: None

Note: All attendees accessed the meeting remotely and could be either seen and/or heard

SC1/20 Election of Chair

As per the terms of reference a new chair is required at the first meeting of the financial year. Cllr Colin Rose was duly elected Chair of Yeovil Without Parish Council's Staffing Committee for the remainder of the 2020/21 Municipal Year.
(proposed Cllr Graham Oakes; seconded Cllr Iris Cotton)

SC2/20 Apologies

Apologies were received from Cllrs Alfred Hill & Pauline Lock

SC3/20 Declarations of Interest

No declarations were made

The Chairman moved and the Committee **RESOLVED** that in accordance with the Council's **Standing Order 3 (d)** & pursuant to the **Admission to Meetings Act 1960 Section 1(2)** press and public would be excluded from the meeting during the discussions of item 4 on this agenda as there was likely to be disclosure of confidential information.

SC4/20 Staffing

Discussion to place around:

- The need for a contract that ensured travel was calculated from any entrance route to YWPC.
- The desire to have an improved clerk contract from the previous.
- The clerk should be able to decide their own pension contributions, within limits.

At this point Barbara Appleby was asked to leave the meeting and discussion continued around:

- The fact that a clerks appraisal hadn't occur in 2019 or 2020 due to no fault of clerk or committee.
- The need for improved benchmarking and metrics being brought into the decision making process.

Members **RESOLVED** to recommend that Council approve:

1. the contract of employment for the new Parish Clerk (Dan Ledger) in the terms attached to these minutes.
2. the new Parish Clerk's pension contributions be matched by the council, up to a maximum of 12% of salary.
3. an increase in the outgoing Clerk's (Barbara Appleby) pay scale from SCP27 to SCP28, backdated to 1st April 2020
4. the pay & conditions of the National Joint Committee ("the Green Book conditions"), as from time to time are updated, be applied to the contractual terms of both the new and outgoing Parish Clerks.
5. the purchase of a dual sim for the use of the new Parish Clerk.

(proposed Cllr Colin Rose; seconded Cllr Iris Cotton)

Signed:

Date:

DRAFT