

MINUTES of the Meeting of the Staffing Committee of North Leigh Parish Council held on the 18th of April 2024 at 9:30am in the Committee Room of the Memorial Hall

Councillors Present: Councillors Julie Minch, Carol Frost (CF) and Kevin Swann (KS)

In attendance: Allison Leigh, Clerk

1/24. Election of Chair: The Committee elected Julie Minch as Chair.

2/24. Apologies for absence: None

3/24. Declarations of interest: None

3/24. Public Forum: No members of the public were present.

4/24. Exclusion of Members of the Public: The Committee resolved to exclude any members of the public due to the confidential nature of items 5/24 – 7/24.

5/24. Clerk contract:

- The Committee recognised there are areas of the Clerk's contract which need amending. The Committee resolved to compare the current contract with the new model from the National Association of Local Councils with a view to use new one if it retains the general terms of the original contract.

6/24. Clerk salary scale: The Committee resolved to recommend an increase in the Clerk's salary by 1SCP point to SCP 26 to the Council following the Clerk's attainment of the CiLCA qualification. The recommendation is for this to be backdated to the receipt of qualification.

7/24: Appraisal date: The Council resolved an appraisal date.

The meeting closed at 10:30am.