



Parish Clerk: Carol Hall  
Village Hall, Farrington Road  
Paulton. BS39 7LW  
Telephone: 01761 413644 Fax: 01761 413679  
E-mail: [clerk@paultonparishcouncil.org.uk](mailto:clerk@paultonparishcouncil.org.uk)  
Website: [www.paultonparishcouncil.org.uk](http://www.paultonparishcouncil.org.uk)

---

To: - Members of the staffing sub committee: Councillors D Garlick, G Garlick, A Lyons, J Meaton and B Stevens.

You are summoned to attend a meeting of the **Staffing Committee** to be held by Video conference on **Tuesday 28<sup>th</sup> April at 6pm.**

The link for the meeting can be found on our website for members of the public who wish to join, alternatively please contact the Clerk if you would like the link emailed directly.

The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Carol Hall".

Carol Hall, Parish Clerk

## **AGENDA**

1. **APOLOGIES FOR ABSENCE**

To note any apologies for absence.

2. **PUBLIC PARTICIPATION**

In accordance with Standing Order 3, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

3. **DECLARATIONS OF INTEREST**

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Paulton Parish Council's Code of Conduct (adopted on 16th October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

4. CONFIRMATION OF MINUTES

That the minutes of the Committee's meeting held on 19<sup>th</sup> September 2019 are approved as a correct record and signed electronically by the Chairman.

5. EMPLOYER PENSION CONTRIBUTIONS

To note the employer pension contribution has risen from 17.30% to 18.1%

6. EXCLUSION OF PRESS AND PUBLIC

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to progress staffing matters.

7. EMPLOYEE HOLIDAYS 2020/2021 (attached: Report No1)

To agree the Councils approach to employee holidays during the COVID-19 pandemic and the impact on employee travel plans. Please see attached report.

8. LIVING WAGE INCREASE (attached: Report No 2)

To note the attached report.

9. EMPLOYEE APPRAISALS

To note that all employee appraisals have been completed including the Clerk's probation review. No concerns were identified.

10. SECONDARY EMPLOYMENT (attached: Report No 3)

To consider that attached report.