

## Paulton Parish Council

### Minutes of the meeting of the Staffing Committee held on Tuesday 28<sup>th</sup> April 2020 starting at 6.00pm by video conference call

**Present:** Councillors D Garlick, G Garlick, J Meaton, B Stevens and A Lyons

**Also Present:** Carol Hall - Clerk

124. APOLOGIES FOR ABSENCE

There was none.

Cllr J Meaton was unable to join the video conference.

125. PUBLIC PARTICIPATION

There was none.

126. DECLARATIONS OF INTEREST

There were none.

127. CONFIRMATION OF MINUTES

**Resolved** – that the minutes of the meeting held on 19<sup>th</sup> September 2019 were confirmed as a true record and electronically signed by the Chairman.

128. EMPLOYER PENSION CONTRIBUTIONS

**Resolved** – it was noted that the employer contribution has risen from 17.3% to 18.1%

The Clerk informed the committee that since publishing the agenda, conflicting information had been received informing the Council that the contribution was 19%. Clarification was being sought and would be confirmed at the next staffing committee if it were different from the 18.1% noted.

129. EXCLUSION OF PRESS AND PUBLIC

**Resolved** – 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.

130. EMPLOYEE HOLIDAYS 2020/2021

**Resolved** – that due to the COVID-19 pandemic, all employees would be able to cancel pre-booked holidays for 2020/2021, any holiday allowance remaining at the end of the holiday year could be carried over for 2 years in line with the new guidelines.

131. LIVING WAGE INCREASE

**Resolved** – that the living wage increase was noted and came into effect from the 1<sup>st</sup> April in line with legislation.

**Resolved** – that pay reviews for those impacted would be completed at the next Staffing Committee meeting, no later than the end of June 2020.

132. EMPLOYEE APPRAISALS

**Resolved** – it was noted that all employee appraisals have been completed including the Clerks probation review.

133. SECONDARY EMPLOYMENT

**Resolved** – that the recommendation in the report was approved by the Staffing Committee and would be taken to the Full Council for approval.

Meeting ended at 6.50pm

Signed Chair.....Date.....