



Personnel Committee Minutes

Held on Tuesday 17th October 2023 in the Wilkins Centre, Compton. Commencing at 7:33 pm.

- Members Present:** Councillor Ian Tong (Chair)
Councillor Alison Strong
Councillor Sharon Tiller (substitute for Councillor Rebecca Pinfold)
- Members Absent:** Councillor Rebecca Pinfold
- Officers Present:** Sarah Marshman, Clerk/RFO
- In Attendance:** None

Minutes

- PER23/009 To receive, and consider for acceptance, apologies for absence from Members of the Committee**
Apologies were received and accepted from Councillor Rebecca Pinfold.
- PER23/010 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any requests for dispensation from Members declaring a Disclosable Pecuniary Interest**
There were no declarations of interest or requests for dispensation.
- PER23/011 To receive:**
Questions or comments from members of the public regarding items on the agenda
Representations from any member who has declared a personal interest
There were no questions, comments, or representations.
- PER23/012 To approve the minutes of the Personnel Committee Meeting held on 27th June 2023**
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chair signed the minutes.

- PER23/013 To discuss any matters arising from the minutes of the previous Personnel Committee Meeting**
There were no matters arising.
- PER23/014 To discuss matters for future consideration and for information**
There were no matters for future consideration or information.
- PER23/015 To resolve under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted, it is advisable that the Public and Press be temporarily excluded from this meeting, and they are herewith instructed to withdraw**
Resolved: To exclude the Public and Press from the remainder of the meeting due to the confidential nature of the business in Minutes PER23/016 to PER23/021.
- PER23/016 To review employee annual appraisals**
Employee appraisals were reviewed.
- PER23/017 To consider costs for employee training requirements and conference attendance**
Resolved: For the Clerk to attend the SLCC Practitioners' Conference.
Recommendation: The council should have separate training budgets for employees and for Councillors.
- PER23/018 To receive an update on SLCC salary scales for 2023/24**
The Local Government Pay Claim 2023/24 is still under negotiation.
- PER23/019 To review pension scheme rates for 2024/25**
The pension scheme rates for 2024/25 were reviewed.
- PER23/020 To consider staff salaries and working from home allowance**
Resolved: To increase the Clerk by two SCP on the salary scale
- PER23/021 To review staffing and training budgets for 2024/25**
Recommendation: To set an employee training budget of £500 and a councillor training budget of £500 for 2024/25.

There being no further business, the meeting was closed at 8:25 pm.

Chairman: _____

Date: _____