

PERSONNEL COMMITTEETHURSDAY 8TH FEBRUARY 2018 (9AM – 11.00 AM)PRESENT:

Councillor Underdown (Chairman); Councillors Cohen, and Beach

RESOLVED ITEMS01. MINUTES

The minutes from the last meeting were signed off at Council.

02. PUBLIC PARTICIPATION

There were no members of the public present.

03. DECLARATIONS OF INTEREST

None

04. PAY AND REWARD POLICY**RECOMMEND TO COUNCIL**

- (1) That annual pay is on a Pay Point rather than a Salary Grade**
- (2) Agree that staff are rewarded for performance linked to the appraisal process**
- (3) Where staff are at the top of the pay grade to consider the use of a single performance payment to reward achievement**
- (4) Clerk to produce a list of priorities for 2018/9 to enable appraisal to take place.**

05. APPOINTMENT OF ADMIN ASSISTANT AND SALARY GRADE**RECOMMEND TO COUNCIL**

- (1) To appoint an Admin Assistant on the Job Description provided on flexible terms and on the NALC pay scale LC1 (18-22).**
- (2) Recuritment to include Cllr Underdown as the Chair of the Personnel Committee, the Assistant Clerk and the Clerk.**

06. EXEMPT BUSINESS**COMMITTEE RESOLVED TO MOVE TO EXEMPT BUSINESS 10.15AM**