



Report to Full Council

from committee meeting held on 08/06/2020

The following were resolved at the Personnel Committee meeting held on the 8th July 2020.

Recommendations

The following would have been approved by the Committee, but were precluded due to the budget impact. In adherence with the Committee's Terms Of Reference (TOR) they must therefore be referred to Full Council for approval.

1. Clerk's hours to be increased from 20 to 25 hours a month. *Date for commencement to be determined by full council if in agreement.*
2. Clerk's SCP to be set at 13. This to be backdated to first year anniversary, which is 1st February.

Decisions made within TOR

1. Cllr H Williams to be Committee Chair.
2. Positive appraisal given to Clerk, with no areas to be improved upon.
3. Future aims were agreed and recorded on the appraisal form.
4. Council to fund the CILCA qualification fee for the Clerk. No additional hours to be allocated for this, however. Fee is within training budget.
5. SID monitoring to be added to Clerk Job Spec. Any additional Clerking hours to be determined once SID operational.
6. Council should consider if actions given to Clerk during meetings will require the approval of additional working hours. This to be assessed when the action is given.
7. Three additional hours approved per extra meeting so far held/scheduled (one committee, two extra-ordinary full council) totalling nine hours.