

EARL SHILTON TOWN COUNCIL

11/01/24

MINUTES of the STAFFING COMMITTEE MEETING

Held at 6.00 p.m. on

Wednesday 22 November 2023

At the **Public Library, Wood St, Earl Shilton, LE9 7NE.**

MEMBERS AND OTHERS PRESENT:

Councillors: Cllr C Allen (Chairman), Cllr M Leman (Deputy Chairman), Cllr D Almey, Cllr A Bates, Cllr C Ladkin and Cllr M Tebbett.

In attendance: Town Clerk: Mrs C Houghton
Members of public: Nil.

23/011 Chairman's welcome and opening remarks.

The Chairman welcomed all Members to the meeting.
Noted & received.

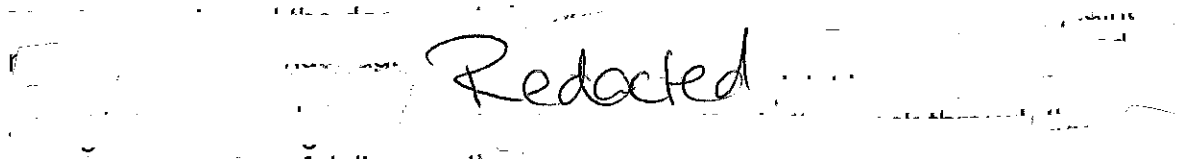
23/012 To receive apologies with reasons for Cllr member absence.
None.

23/013 Declarations of interests. To receive disclosures of member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.
None.

Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. Members will resolve to go into Private Session. So Resolved.

23/014 To receive and approve as a true record the minutes of the Staffing Cttee meeting held on 14 August 2023.
Resolved: that the minutes of the Staffing Cttee meeting of the 14 August 2023, as tabled, be accepted as a true record of proceedings.

23/015 To consider the complaint received by a Cllr member regarding the former Town Clerk.



Chairman's Initials/Signature 

Redacted

23/016 To review contractual Scale Point (SCP) salary increases for staff who are eligible and deserving, this will then form part of the precept planning for 2024/25.

Members discussed each staff member and there progression ahead. Staff wages were considered, with the precept for 2024/25 in mind.

Redacted

23/017 To review the ESTC appraisal form to enable the Town Clerk to carry out staff appraisals.

Members reviewed the form and the questions to be covered in the staff appraisals.

Resolved: The Town Clerk will make the necessary amendments to the form and carry out the staff appraisals within the next couple of months, these will then be reported back to the Cttee Chairman and Cttee at the next Staffing meeting.

Last Item

The meeting closed at 6.38 p.m. with the Chairman thanking members for their attendance and contributions.

Chairman's Initials/Signature

