

EARL SHILTON TOWN COUNCIL
MINUTES of the STAFFING COMMITTEE MEETING
 Held at 7.00 p.m. on **Tuesday 29 January 2019**
 At *The Stute*, Earl Shilton, LE9 7GA.

MEMBERS PRESENT:

Councillors: R Phelps (Chairman), Mrs CM Coe, (Deputy Chairman), K Lapsley, P Statham and M Tebbett.
 In attendance: Town Clerk – Mr ME Jackson.
 Members of public – nil.

18/071 *Chairman's welcome and opening remarks.*

The Chairman welcomed members to the meeting and proceeded to the agenda.

Noted and received.

18/072 *To receive apologies for member absence. Cllr M Leman for the good reason submitted to the Town Clerk before the meeting.*

Resolved: to accept the apology for the reasons recorded by the Clerk.


18/073 *Declarations of interests. To receive disclosures of individual 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. The Cttee must resolve to move into private session. So resolved.

18/074 *To receive and approve as a true record the minutes of the Staffing Committee meeting held on 15 January 2019.*

Resolved: that the minutes of the Staffing Cttee meeting held on 15 January 2019, as tabled, are accepted as a true record of that meeting.


18/075 *To review the progress of the contractual commitments of the Groundcare Apprentice following the visit of the Brooksby Melton College Training Officer on Tues 22 Jan 19. All aspects of progress and performance will be discussed including attainment standards, adherence to safe ways of working and sick absence records.*

REDACTED 

REDACTED 

18/076 *To receive the initiated 2018/19 staff Personal Development Reviews (PDR) to aid the future consideration of past performance, training needs and possible granting of (pay) scale point increases with effect from 01 Apr 19.*

- a. The Town Clerk produced a pack for Cttee members which included:
- Relevant NALC pay scales.
 - Extracts from staff contracts relating to Pay Scale Point increases.
 - Staff *Work Place Pension* information of note and consequence.
 - Draft PDRs for all staff including one

REDACTED 

Noted and received.

End of Private Session. The meeting closed at 8.46 p.m. with the Chairman thanking members for their attendance and contributions.