

Boreham Parish Council

Minutes of the Meeting of the Staffing Sub-Committee held in the Village Hall Boreham at 7:30pm on Monday 9th October 2017

Present

Councillor Mrs G Cooch
Councillor Mrs S Harris
Councillor J Galley
Councillor A Leach

Also in attendance, Mrs L Miller (Parish Clerk)

S116 Appointment of Sub-Committee Chairman

Councillor J Galley was unanimously elected as Chairman.

S117 Apologies for Absence

All members were present.

S118 Declarations of Interest

There were no declarations of interest.

S119 Public Participation Session

No public were present.

S120 Minutes of the Meeting held on 17 October 2016

The Minutes of the Meeting held on Monday 17 October 2016 had been previously distributed. It was RESOLVED that the Minutes be signed as a true record of the meeting.

S121 Exclusion of Public and Press

It was RESOLVED to exclude the Press & Public from the following Agenda items on the Grounds of Confidentiality under S.1 of the Public Bodies (Admission to Meetings) Act 1960.

S122 Village Attendant Position

It was agreed that all applicants would be interviewed. Provisional date set for Thursday 26th October.

S123 Pay and Conditions of the Administrative Assistant

Administrative Assistant - agreed to offer her a new role of Assistant Clerk from 4th January 2018. New Salary increase of 1 point from LC1 19 (£18,560 per annum, an hourly rate of £9.647) to LC1 20 (£19,430, a hourly rate of £10.099) as of 1st April 2018. To cover 12 hours per week and any additional hours will be paid as overtime.

S124 Discussion of any other Staffing Issues

There being no further matters for consideration, the Chairman thanked Members for their attendance and declared the Meeting closed at 8.20pm