

**Minutes of an Extraordinary meeting of the Personnel Committee
held in the Council Chamber, Yaxley Parish Council on 21st July 2016 .**

Present:- Councillor A Wood – Chairman
Councillors A Bartle, C Bolton, J Lusted, A Rees and S White.

In attendance – H Taylor and Councillor Willis for items PR11 to PR17.

PR20. APOLOGIES

Apologies for absence were received on behalf of Councillors S Butler and J Reed (both personal).

PR21. DECLARATION OF INTERESTS

No declarations were received.

PR22. MINUTES

Councillor C Bolton proposed approval of the Minutes of the Committee held on 21st June 2016. This was seconded by Councillor J Lusted and unanimously **RESOLVED**.

PR23. PUBLIC PARTICIPATION

No Member of the Public wished to speak.

PR24. EXCLUSION OF THE PRESS AND PUBLIC

That in accordance with Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.

It was proposed by Councillor J Lusted and seconded by Councillor A Bartle that the meeting should be closed to the public and press at 7.05pm.

PR25. SALARY REVIEW

Having prior to the meeting received by email copies of the NALC Guide to Good Employment Practice in Local Councils, the National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales 2004 and the 2016-2018 National Salary Award circulated by the Chairman, Members considered making an adjustment to the Clerk's salary to reflect the criteria and profiles contained therein. In considering the information before them, Members felt that profile 3 reflected the Clerk's role and responsibilities rather than the previously agreed profile 2. In view of the size of the parish, the role, experience and qualifications obtained by the Clerk since taking on the position, it was proposed by Councillor A Bartle that the Clerk be moved to point 43 within LC3 of the NALC salary band to take effect from 1st July 2016. This was seconded by Councillor S White and **RESOLVED**.

At the same time and in acknowledging the work performed by the Clerk since her appointment in November 2014, it was proposed by Councillor A Bartle that a one off

payment of £2,000 be made to her. This was seconded by Councillor S White and **RESOLVED.**

PR26. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business being concluded, the Press and Public be re-admitted to the meeting.

It was proposed by Councillor J Lusted and seconded by Councillor S White that the press and public should be readmitted to the meeting.

Meeting closed at 7.45pm

Signed

Chairman.

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