

HAYDON WICK PARISH COUNCIL

Minutes of the Personnel Sub-Committee Meeting, held in the Parish Council Offices on Wednesday 23rd November at 12.00pm.

In attendance: Councillors L Rhys-Jones (Chair), E Baker Lee, R Hailstone, V Manro and R Ross.

Officer: Georgina Morgan-Denn, Chief Officer/Clerk & RFO

1. Apologies for Absence

There were apologies received and noted from Councillors A Roupelis (work commitments).

2. Declarations of Interest

There were no declarations of interest.

3. Chairman's Announcements

There were none.

4. Minutes

RESOLVED: That the minutes of the Personnel Sub-Committee held on 21st September 2022 be signed as a correct record.

Proposed: Councillor E Baker Lee

Seconded: Councillor V Manro

Vote: Agreed with one (1) abstention.

5. Staffing Matters

The Chief Officer presented a staffing report which is held confidentially. After discussion the following was agreed:

- 1. Update on Cost of Living Support Measures implemented by the Council in October 2022.**
- 2. To note the National Joint Council's Cost of Living Pay Offer was recently agreed by the Unions and the £1,925 was confirmed. Additionally, an extra day's annual leave was agreed and will be applied to all employees from 1st April 2023.**
- 3. To note from the 1st December 2022 the Council will treat Covid cases as a general illness.**
- 4. To note a flexi time request to reduce hours from 35 to 22.5 per week has been agreed and will be implemented from 1st December 2022 until 31st March 2023.**
- 5. To note the verbal update and outcome of an internal investigation following an anonymous complaint received on 27th October 2022.**
- 6. To note the ongoing usage of a Council van for commuting to and from work.**
- 7. To note the changes to the appraisal process will be implemented from December 2022.**
- 8. To recommend to Full Council an earlier payroll date for December 2022 from Tuesday 20th to Friday 16th December 2022.**

Proposed: Councillor E Baker Lee

Seconded: Councillor R Ross

Vote: Agreed unanimously.

The meeting closed at 12.45

Chairman: _____