

HAYDON WICK PARISH COUNCIL

Minutes of the Personnel Sub-Committee Meeting, held in the Parish Council Offices on Monday 21st October 2024 at 6.00pm.

In attendance: Councillors V Manro (Chair), E Baker Walker, R Hailstone, S Heyes, A Roupelis and R Worman

Officers: Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Laura Cutter, Deputy Clerk & Services Manager (online on Teams)

1. **Apologies for Absence**
Noted Councillor J Ali (Personal Commitments).

2. **Declarations of Interest**
There were none.

3. **Chairman's Announcements**
There were none.

4. **Minutes**

RESOLVED: That the minutes of the Personnel Sub-Committee held on 15th July 2024 be signed as a correct record.

Proposed: Councillor R Hailstone **Seconded:** Councillor S Heyes
Vote: Agreed unanimously with one (1) Abstention.

5. **Parks & Open Spaces Team (POST) Staffing Structure**
Members received and noted the update on the POST Staff Structure and Resourcing plans for Autumn/Winter 2024.

6. **Stepping Up & Additional Duties Policy**

RESOLVED: To recommend to Full Council adopting the Stepping Up & Additional Duties Policy. For the additional £2,518.94 in costs to be met from the existing POS Salary Budget. To note, if required, the Chief Officer will utilise the underspend in POS Salary to backfill positions to retain service delivery.

Proposed: Councillor E Baker Walker **Seconded:** Councillor S Heyes
Vote: Agreed unanimously.

7. **NJC Cost of Living Pay Increase Payment**

RESOLVED: To recommend to Full Council paying the Cost of Living Pay Offer of £1,290.00pa, ahead of national agreement with the caveat that "should the final collective bargaining agreement differ, all employees pay will be adjusted accordingly".

Proposed: Councillor R Hailstone **Seconded:** Councillor E Baker Walker
Vote: Agreed unanimously.

Chief Officer/Clerk and the Deputy Clerk left the meeting at 19.05.

8. Staffing Matters

Members received and noted a verbal report on current staffing matters.

9. Items for the next Agenda

To be provided as required.

The meeting closed at 19.15

Chairman: _____

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