

25th October 2022

Staffing

Committee

DURSLEY TOWN COUNCIL

MINUTES and REPORT of the MEETING of the STAFFING COMMITTEE of the Council held in the Methodist Church Meeting Room, Castle Street, Dursley at 6:30pm on Tuesday 25th October 2022 for presentation to the Council on the Tuesday 1st November 2022.

PRESENT

Councillors: M Woodward (Chair), S Creswick, S Ackroyd, P Hayes and T Stride.

In Attendance: J Kay, Town Clerk.

Absent: Cllr M Nicholson.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs D Savvidou and A Stennett (both personal).

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

The Minutes of the Meeting of the Staffing Committee held on the 22nd March 2022, were approved as a true record and signed by the Chair.

4. BUSINESS DEALT WITH IN COMMITTEE

To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.

IT WAS RESOLVED to carry out the remainder of business in committee due to the confidential nature of the business. There were no members of the public or press present.

5. TO CONSIDER THE STAFF APPRAISALS AND STAFF REQUESTS

The Committee considered the summary from the staff appraisals held in September 2022 and noted the comments received from the staff. **IT WAS AGREED** that in future the full appraisal paperwork would be made available to members of the committee.

The committee recognised the concerns over the volume of work/projects originating from the various Committees, particularly the Tourism element for the Town Improvements committee and the reactive nature to a lot of our work.

The Town Clerk agreed to provide an update at the next Staffing Committee on the issues raised with the current performance of the grounds staff.

IT WAS RESOLVED to confirm an additional 5 hours per week for the Project Officer from the 1st April 2023 and update the staff contract.

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IT WAS AGREED to delay a decision on the “cost of living” increase until confirmation of the national pay award had been confirmed by NALC/SLCC. The Town Clerk was requested to seek comparison on staff pay scales from other similar sized local councils. The Committee congratulated the Admin Assistant on successfully obtaining the CILCA award in September 2022.

6. TO CONSIDER THE DRAFT STAFFING BUDGET FOR 2023 TO 2026.

IT WAS AGREED delay the decision and to have a Staff Committee meeting to consider the budget once the national pay award for 2022/23 had been confirmed.

The meeting closed at 7:05pm.

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Chair

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Date