

HORNDEAN PARISH COUNCIL STAFF COMMITTEE

MINUTES OF THE STAFF COMMITTEE MEETING HELD AT JUBILEE HALL ON
MONDAY 26 MARCH 2018 AT 7.30PM

PRESENT: Councillors A Forbes (Chairman), Mrs L Evans, Mrs E Tickell, R Veitch, Mrs I Weeks (Vice Chairman), N Wren.

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Office Manager (Minute Taker).

PUBLIC ATTENDANCE: There were no members of the public present.

SC020 17/18 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies of absence were received from Cllr Miss J Murray.

SC021 17/18 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest received.

SC022 17/18 **TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON THE 22 JANUARY 2018**

It was **RESOLVED** that the minutes of the Staff Committee meeting held on 22 January 2018 be duly signed as a true record of the meeting.

SC023 17/18 **TO AGREE TO EXCLUDE THE PUBLIC AND THE PRESS, IN THE VIEW THAT PUBLICITY WOULD PREJUDICE THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS OR ARISING OUT OF THE BUSINESS ABOUT TO BE TRANSACTED**

There were no members of the public present.

The public part of the meeting closed at 7.40PM

SC024 17/18 **TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON THE 16 OCTOBER 2017 AND 22 JANUARY 2018**

It was **RESOLVED** that the confidential minutes of the Staff Committee meeting held on 16 January 2018 and 22 January 2018 be duly signed as a true record of the meeting.

SC025 17/18 **TO RECEIVE A REPORT AND CONSIDER THE EXPIRY OF THE PROBATIONARY PERIOD IN RESPECT OF TWO MEMBERS OF STAFF**

2X reports by the Chief Officer were circulated and a discussion took place.

It was **RESOLVED** that the Staff Committee recommend to Council that a member of the Countryside Team remain employed within his current role on a permanent basis.

It was **RESOLVED** that the Staff Committee recommend to Council that a member of the Caretaking Team remain employed within his current role on a permanent basis.

SC026 17/18 TO RECEIVE A REPORT AND AGREE A RECOMMENDATION TO COUNCIL REGARDING ANY PROPOSED CHANGES TO STAFF SALARIES FOR 2018/19

A report by the Chief Officer was circulated and a short discussion took place.

It was **RESOLVED** to recommend to Council that staff salaries are increased in line with the recommendations set out in the report from the Chief Officer.

SC027 17/18 TO DISCUSS THE CHIEF OFFICER'S APPRAISAL

The Chief Officer's appraisal was discussed and the general comments agreed.

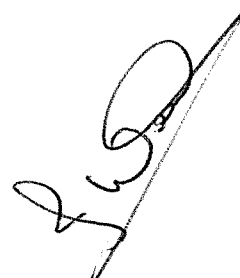
SC028 17/18 TO DISCUSS ANY PROPOSED CHANGES TO THE CHIEF OFFICER'S SALARY FOR 2018/19

It was **RESOLVED** to recommend to Council that the Chief Officer's salary be increased in accordance with inflation and performance in recognition of the effective way she deals with the challenges of her role.

The meeting closed at 8.15pm

.....
Chairman

.....
Dated

A handwritten signature in black ink, appearing to be 'J. S. P.', written diagonally across the bottom right of the page.