West Ilsley Parish Council

STAFFING COMMITTEE MEETING

Minutes of the Staffing Committee meeting held in West Ilsley Village Hall on Thursday 7th November 2024. Commencing at 7:34 pm.

Members Present: Councillor Tim Pearey (TP) - Chair
Councillor Alan Bloor (AB)
Councillor Jonny Rayfield (JR)

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: 0 Members of the Public

Minutes

SC24/001	**To elect a Chair of the Staffing Committee for 20234/25** Resolved: To elect Tim Pearey as Chair of the Committee for 2024/25.	
SC24/002	**To receive, and consider for acceptance, apologies for absence from Members of the Committee** All Members were present so there were no apologies.	
SC24/003	**To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any Requests for Dispensation from Members declaring a Disclosable Pecuniary Interest** There were no declarations of interest or requests for dispensation.	
SC24/004	**To receive:** **Questions or comments from members of the public regarding items on the agenda** **Representations from any member who has declared an Other Registerable Interest or Non-Registerable Interest** There were no questions, comments or representations.	
SC24/005	**To approve the Minutes of the Staffing Committee Meeting held on 12th October 2023** Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chair signed the minutes.	

SC24/006	**To review the Staffing Committee Terms of Reference** Resolved: To continue with the current Terms of Reference.	
SC24/007	**To resolve under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted, it is advisable that the Public and Press be temporarily excluded from this meeting, and they are herewith instructed to withdraw** Resolved: To exclude the Public and Press from Minutes SC24/007 to SC24/010 due to the confidential nature of the business to be transacted.	
SC24/008	**To review staff training and consider contributing towards the costs for the Clerk to attend the SLCC Practitioners' Conference** Resolved: To approve the Clerk's attendance at the SLCC Practitioners' Conference.	
SC24/009	**To review staff salaries, working-from-home allowance and working hours** Resolved: To increase the Clerk's salary by 2 salary scale points, and to increase the working from home allowance by £2 per month. The current working hours and the agreement to pay overtime where required continue.	
SC24/010	**To review the budget lines for training, staffing expenses, and staff employment costs for 2025/26** Resolved: To make a recommendation to Full Council that for the 2025/26 budget, training should be £150, staffing expenses £450 and staff employment costs £4,600.	Action: Full Council
SC24/011	**To discuss matters for future consideration or for information** The Committee noted its thanks to the Clerk. There being no further business, the meeting was closed at 7:50 pm.	

Signed: _____ Dated: _____