

STRICTLY CONFIDENTIAL

EAST BEDLINGTON PARISH COUNCIL

Minutes of a staffing committee meeting held on Wednesday 28th October 2015, 6:00pm at East Bedlington Community Centre, Bedlington.

PRESENT:

- Councillors:
- P Hedley
- N Hogarth
- A Stewart (Chair)

IN ATTENDANCE:

Parish Clerk

SC001/15 APOLOGIES FOR ABSENCE

Apologies for absence had been received on behalf of Councillor Andy Watson (work commitments).

RESOLVED

That the apologies for absence be accepted.

SC002/15 1.ELECTION OF CHAIR.

RESOLVED

That Councillor Allan Stewart chair the meeting.

SC003/15 2. DISCLOSURE OF INTERESTS & DISPENSATIONS

There were no declarations or requests for dispensation.

SC004/15 4. ANNUAL REVIEW OF STAFF SALARIES

Members carried out a review of staff salaries using the National Agreement on salaries and conditions of service of Local Council Clerks in England & wales as the basis for setting the Clerk and Assistant clerk's salaries. The safety officer's salary was also reviewed together with the overall resource requirement for 2016/17 onwards.

RESOLVED

That the Committee recommend;

- (1) That the Parish Clerk's post be regraded to LC3 (Below substantive benchmark range, NJC spinal column points 39 – 42), to be adjusted by 4 incremental points in accordance with the existing pension buyout agreement.
- (2) That the Assistant Parish Clerk's post be regraded to 85% of that of the Parish Clerk (NJC spinal column points 33 – 36)
- (3) That the Safety Inspector/admin Officer's working week be increased by 7 hours to 24 hours be week.
- (4) All changes to be effective from 1 April 2016.

Ch'n initials...

**SC005/15 6. STATUTORY WORKPLACE PENSIONS**

The Clerk presented an information report outlining the new provisions in relation to statutory workplace pensions. He advised that the Council must offer a pension scheme to all staff by 1 July 2016 and would need to automatically enrol any staff earning over £833 per month. However, staff would then have the option to opt out if they wished. He also advised that the new provisions would have a minimal financial impact on the Council.

**RESOLVED**


That the report be noted.

**SC006/15 7. AOB - None**

**DATE & TIME OF THE NEXT MEETING**

To be arranged.

Meeting Closed 7.00 pm.

Signed by the Chairman: .....  ..... Date: ..... 9-10-2015 .....