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MINUTES OF A MEETING OF MARKFIELD PARISH COUNCIL

STAFFING COMMITTEE HELD ON

17TH OCTOBER 2024 AT 10.00 AM IN THE PARISH OFFICE

Councillors present: Cllrs M Bowler, L Norris, (in the Chair), D Sprason

Officer present: T McLean (Parish Clerk/RFO)

Members of the Public: 1

ACTION

211. Apologies

None.

212. Declaration of Interests

There were no declarations of interest on any items on the agenda.

213. Minutes

Members **RESOLVED** that the minutes of the Staffing Committee meeting held on 17th July 2024 were confirmed as being a true record, approved and signed by the Chairman.

214. Public Participation

No questions from member of public.

215. Policy Review

Members received the following updated and amended policies:

- a) Draft Disciplinary Policy
- b) Draft Grievance Policy

Members **RESOLVED** to approve the Draft Disciplinary and Draft Grievance Policy **TM** and for recommendation to the Finance, Policy & Asset Committee.

Members received the Draft Training and Development Policy and **RESOLVED** to approve the Policy once amendments had been made. Members **RESOLVED** for the policy to be recommended to the Finance, Policy & Asset Committee.

TM

216. Current Staffing and Staffing Costs – Budget Implications for 2025 – 2026

The Clerk informed members that the latest NALC salary scale increases had yet to be announced. Members **RESOLVED** to allow for an increase of 5.5% in salaries when setting the budget for 2025 2026 and to allow the uplift and back pay (from 1 April 2024) to take place with immediate effect once the salary scale increases had been agreed and notified to the Clerk. Support staff wages to increase in line with the new National Minimum Wage from April 2025.

217. Employment Legislation Update

Members received a verbal update from Cllr Bowler relating to the Employment Rights Bill and the latest information relating to changes in employment law.

The Clerk presented a draft Sexual Harassment Policy and members **RESOLVED** to approve the Policy. Members also **RESOLVED** for the policy to be recommended to the Finance, Policy & Asset Committee.

TM

218. Date of next meeting

16th January 2025 at 10.00 am

219. Members **RESOLVED to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press to consider confidential staff related matters which meet the criteria of Schedule 12A of the Local Government Act 1972, Part 1.**

Member of public left the meeting at 10.50 am

220. Exempt Staffing Matters

Refer to exempt file note.

The Chairman closed the meeting at 11.30 am

CHAIRMAN’S SIGNATURE:

DATE: