

WASHINGTON PARISH COUNCIL



Clerk to the Council,
Ms Zoe Savill.
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Washington Parish Council Personnel Committee Meeting (PUBLIC)

MINUTES of the Personnel Committee Meeting held on Thursday 28th January, 2022

PRESENT: Cllr C Beglan, Cllr B Hanvey, Cllr P Heeley and Cllr G Lockerbie.

ALSO: Z Savill Clerk to the Council

ABSENT: None

The meeting was opened at 19:00pm

1. To Elect a Chairman of the Committee

Due to this being the first Personnel meeting in the 2021/22 council year, nominations were sought to Chair this Committee. Last year's Chairman Cllr Christine Beglan agreed to continue the role and she was duly elected.

2. Apologies for absence

None received

3. To Approve the Minutes of the Meeting of 9th March 2020

The minutes of the last meeting on 9th March 2020 were previously circulated and it was NOTED that the 2021 meeting was postponed due to privacy issues with discussing sensitive staffing matters online during Covid.

RESOLVED that the Public and Confidential minutes of the meeting held on 9th March 2020 were agreed as a correct record and **duly signed by the Chairman.**

4. To Record declarations of Personal or Prejudicial Interest from members in any item to be discussed and agree Dispensations

None declared.

5. Public Session

No members of the public were in attendance

6. Review and Agree the amended Standing Orders

The review was moved to either the next finance meeting or council meeting to consider.

7. To Agree changes in terms and conditions of the Council's pension provider.

The Council's pension scheme is managed by NEST. The provider's new terms and Conditions take effect from the end of January 2022 and were circulated before this meeting. **RESOLVED** to note and Accept the changes.

8. To Approve the exclusion of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the discussion of confidential staffing matters

None present.

9. Reserved matters relating to Clerk's appraisal, salary and pension

To Review and Approve Staff Appraisal .

The Clerk's annual appraisal was discussed. The employer section of the appraisal is to be completed by the Committee for the Clerk to sign.

Due to the confidential nature of the next item, the Clerk left the meeting

To Consider and Confirm Clerk's salary from 1st February 2022

The Clerk's salary was discussed, and a recommendation was unanimously agreed to be presented to the next Full Council Meeting on 7th February 2022 to consider approval.

10. To Receive items for the next Personnel Committee Agenda and Agree date of the meeting

None received

The Meeting closed at 21:15pm

Signed.....

Dated.....