



Minutes of the Staffing Committee meeting held virtually at 11:02 am on Monday 23 November 2020

350-2020 - Apologies:

Cllr S Morgan MBE arrived at the meeting at 11:18 and apologised for her late arrival.

351-2020 - Present

Councillors:

Cllr G Adam (Chairman), Cllr J Messinger, Cllr N Mitchell, Cllr S Morgan MBE (for part of the meeting) and Cllr D Snipp.

Cllr P Cragg was present as an observer.

Officers of the Council:

Mrs G White – Clerk to the Council.

352-2020 - Declaration of Disclosable Pecuniary Interests

No declarations were made.

353-2020 - Declaration of Non-pecuniary interests

No declarations were made.

354-2020 - Approval of the minutes

It was proposed Cllr N Mitchell, seconded Cllr J Messinger and unanimously **RESOLVED** that the minutes of the meeting held 14 September 2020 be signed by the Chairman as a true record.

355-2020 - To consider the need for a budget within the 2021/2022 draft precept to facilitate payment for hours worked over and above the staff contractual hours, in accordance with the 'Green book' and the staff contracts of employment

Following discussion, it was proposed Cllr N Mitchell, seconded Cllr D Snipp and unanimously **RESOLVED** that the Staffing Committee recommended a maximum overtime allowance for the Clerk of two days per month, for inclusion in the 2021/2022 budget, which equates to the sum of £4,610. The committee confirmed that if the Clerk wished to take her additional hours as TOIL (Time off in Lieu) instead, the Committee would have no objection.

The Assistant Clerk had agreed to take the hours worked above her contracted hours (being 30 per week) as TOIL for the financial year 2021/2022.

Meeting closed 11:41