

Tickton & Routh Parish Council

Personnel Committee

DRAFT Minutes of the Personnel Committee held virtually on Monday 7 December 2020 via Zoom.

Present: Chair: Councillor N Walker
Councillors: Oliver & Riley

Apologies None received

Absent: Councillor Lenton

Public: No members of the public attended

Minute Taker Mrs M Middleton - Clerk

1/20	APOLOGIES – None recorded.
2/20	DECLARATION OF INTEREST None declared.
3/20	MINUTES Resolved: The minutes of the meeting of the 17 June 2019 were not presented and will be approved at the next meeting.
Having regard to the confidential nature of the business to be transacted, the meeting is closed to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.	
4/20	REVIEW OF EMPLOYEE SALARIES Recommendation to Full Council: To approve the following salaries to commence the 1 April 2021; a) Clerk – NJC Scale Point 15 b) Handyman – NJC Scale Point 5 c) 2021-22 NJC National Salary Award
5/20	ANNUAL LEAVE Due to the Coronavirus pandemic the Clerk has been unable to take leave as normal. The Committee agreed to meet in March 2021 to review any outstanding leave. Recommendation to Full Council: To approve cover arrangements whilst Clerk is on annual leave including; a) to set up an email auto-reply directing urgent messages to a designated mobile number. b) the planning committee to check ERYC portal for any new applications and share with members.
6/20	There being no further business the meeting closed at 7:35 pm. The next meeting of the Personnel Committee to be held on Monday 8 March 2020 at 7:30pm.

.....
Chair: Personnel Committee

Tickton and Routh Parish Council

.....
Date