

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL HELD ON WEDNESDAY AUGUST 29<sup>TH</sup> 2012 @ 7pm IN THE PARISH COUNCIL OFFICE.**

Present: Councillors S. Haskell (Chairman), C. Lake, Mrs J. Brown, A. Traska, Mrs B. Thwaite and Mrs M. Gibson (Clerk)

**Apologies were received from Councillor P. Doherty.**

**Chairman asked that all Councillors are aware that anything discussed at these Personnel meetings were covered by the Confidentiality Clause of our Remit and was not for public discussion. He asked that this clause be on all future agendas so that Councillors are aware of this.**

**1. Salaries.**

Clerk had reported that Project Officer had passed her WWYC course in April and therefore should have an upgrade of salary to show this. Present scale is SLC 16 agreed this go to SLC 17 which would increase salary by 20p per hour to £8.74. **Resolved this be proposed to full council, back dated to April when the qualification was obtained.**

Clerk states she has not had an increase for 3 years and she had contacted SLCC who state some council's are going against govt. policy and awarding up to £250 annual increases. The Clerk left the meeting while this was discussed. **Resolved that this be taken to Finance and then full council for decision to be made, this committee did not feel they could decide this issue.**

**2. Holiday Entitlement.**

Chairman reports that he had got the wrong idea with this and he had discussed with the PC Chairman and he agreed that holidays were correct as they are being taken at the present time.

**3. Clerking Meetings.**

Chairman stated that when he did the assessments he had discussed with the Project Officer about sharing the coverage of meetings more fairly. **Resolved that Chairman and Councillor Mrs Brown would discuss this matter with the Project Officer.**

**4. Exit Interviews.**

Councillor Lake had asked for this to be on agenda, he felt that more employers have this sort of thing in

hand, so that (as employers) we know why our staff wish to leave and then improvements could be looked at for the council as employers. **Resolved this be proposed to full Council that this procedure is put in hand.**

#### **5. Parish Lengthman.**

Chairman had discussed with David Varley about this suggestion. He did not mind being called a lengthmen but did not want to be on the website as such. **Resolved the committee propose this idea be dropped, Mr Varley already does most of the work suggested usually with little or no charge to the Council.**