

Wendover Parish Council

Minutes of the Staffing Committee

Held on 3rd December 2008
In The Clock Tower at 4:00 p.m.

Present:- Cllrs Saunders, Toft-Hunt and Worth
No members of the public

Cllr Worth was elected to the Chair

08/48 APOLOGIES FOR ABSENCE

Cllr Myers apology due to illness was accepted
Clerk was also ill and unable to attend

08/ 49 DECLARATIONS OF INTEREST

There were no declarations of interest.

08/50 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting was agreed as a true record. It was **agreed** that the minutes be signed.

08/51 CLOSURE OF THE MEETING

Due to the confidential nature of the business to be transacted the meeting was closed to press and public. It was resolved to close the meeting under section 1(2) of the public bodies (Admission to Meetings) Act 1960 to discuss personnel and remuneration issues

08/52 APPRAISALS

All appraisals were considered and accepted

08/53 JOB DESCRIPTIONS

It was Agreed that Council requires an Assistant Clerk
It was agreed to request the clerk to draft the full Job Description.

08/54 REMUNERATION

Remuneration for all staff was discussed and agreed for 2009-10
Bonus payments were considered and agreed
Proposals for TOIL were considered and agreed
Proposal for holiday carry over rules were considered and agreed

08/55 PRECEPT

The training budget to be recommended for Precept consideration was set at £1200 for TIC & Clerk/ Asst Clerk training, to be added to the amounts transferred from Property and Recreation Committee budgets.

08/56 MATTERS OF REPORT for information only

There were no matters to report.

08/57 CLOSURE OF MEETING

There being no further business, the Chairman closed the meeting at 5:45 pm.

Signed _____
Chairman

Date: _____