



Minutes of Witham St Hughs Personnel Committee meeting held on Wednesday 16th February 2022 at 8pm, held in Closed Session.

Present – Cllr Snape (Chair), Cllr Hall, Cllr Houghton & Cllr Hall

AGENDA ITEMS

1. Welcome and apologies.

The Chairman welcomed everyone to the meeting.

Apologies were received and it was **Resolved** to accept the reason for absence from Cllr Bell.

All agreed – show of hands

2. To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members’ Register of Interest and requests for dispensations.

None.

3. Staffing.

a. The Chair made comment that the staff appraisals had been carried for all members of staff, no issues were highlighted.

The following items were requested for the Litter Picker and Caretaker to carry out their roles.

a. Waterproof coat for the litter picker at a cost of £35.00

b. A leaf blower for the caretaker.

After discussions it was **Resolved** to accept the requests, with a budget of £150 for the leaf blower.

All Agreed – show if hands.

Clerk to advise.

b. The Chair made comment that the salaries for all staff members were to be reviewed. With effect from 01.04.2022 it was proposed that the Caretaker & Litter Pickers salary be increased by 50p per hour to £10 per hour.

The Clerks salary be increased by 1 spinal column point.

After discussions it was **Resolved** to approve the salary increases – All agreed, show of hands.

The Clerk made comment that the new salary scales had yet to be agreed for the year 2021/2022 for the Clerk, once agreed by NALC & the unions it would be back dated to 01.04.2021.

Clerk would advise once the scales had been sent through.

Meeting Closed 8.15pm.

Signed Date

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