

DRAYTON PARISH COUNCIL

Minutes of the meeting of the Staffing Sub Committee held on Thursday 17 May 2018 at 7pm in The Pavilion, King George Fifth Playing Field Drayton High Rd, Drayton

PRESENT

Mr K Blaxter – Chairman

Mr A Crotch Mr K Smith Mr L Wilkinson Ms K Wilson

Mr J Hall – Parish Clerk

IN ATTENDANCE

Cllr Everett

1. Apologies for absence

1. All members present.

2. Declarations of interest

2. Nothing further was declared beyond those interests already included on the register of member's interests.

3. Public Participation

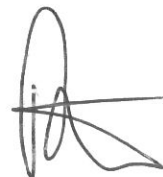
3. None.

4. Cover for duties and and task during an extended period of holiday by an employee.

4. A list of duties and tasks had been prepared and was noted. It was agreed that costs need to be established before deciding to proceed.

5. (5) **RESOLVED** to exclude the press and public under the Public Bodies (Admissions to Meetings) Act 1960 during discussion of agenda items 6 to 9 because of the confidential nature of the business to be discussed.

Meeting closed to Press and Public 7.12pm



24/5/18

Confidential Items

6. Data for holidays and sickness levels

6. The data was circulated prior to the meeting and noted. It was thought that consideration should be given to producing an appropriate sickness and absences policy.

7. NJC Pay Scales and increases for 2018/19

7. The new NJC pay scales and pay increases were noted and ratified. It was **RESOLVED** to increase staff salaries, outside of the NJC agreement, by 2% for 2018 and 2019.

8. Facilities Audit

It was agreed to debate agenda items 8 and 9 together.

9. Time & Motion Study

A copy of the audit was presented and noted. The actions arising were agreed. Cllrs Crotch, Everett and Blaxter will examine the study further and report back in due course.

Meeting closed 8.03pm

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24/5/18'