

**Minutes of the Wickham St Pauls Personnel Committee of Wickham St Pauls Parish Council held  
on Wednesday, 9<sup>th</sup> February 2022 at 10.00 a.m. at the Village Hall**

**In the Chair: Cllr. J. Barlow**

**Present: Cllr. D. Stokes  
Cllr. M. Cooper  
Diane Jacob**

**22/017 To elect a Chairman.** Cllr. Barlow  
Proposed by Cllr. D. Stokes, seconded by Cllr. M. Cooper, resolution passed.

**22/018 Welcome and Apologies for Absence.**  
Received from Lee Sear who has contracted COVID.

**22/019 Declaration of Interests.**  
None.

**22/020 To exclude the press and public.**  
None in attendance.  
Proposed by Cllr. M. Cooper, seconded by Cllr. D. Stokes, resolution passed.

**22/021 Village Maintenance Operative (Handyman) Appraisal.**  
The appraisal of Lee Sear was successfully carried out.  
Report from Cllr. Stokes said that Lee had reliably and conscientiously undertaken all tasks requested of him.

**20/022 Village Maintenance Operative (Handyman) Contract of Employment.**

**Item 1. National Salary Award (NALC, SLCC). Annual Salary Scale Increment, from 1<sup>st</sup> April, 2022.** It was agreed that the salary scale would increase from Band 7 to Band 9 with effect from 1<sup>st</sup> April, 2022. Proposed by Cllr. M. Cooper, seconded by Cllr. D. Stokes, resolution passed.

**22/023 Clerks Appraisal.**  
The appraisal of Diane Jacob was successfully carried out.  
The Clerk was thanked by the whole committee for her sterling work.

**22/024 Clerks Contract of Employment**

**Item 1. National Salary Award (NALC, SLCC). Annual Salary Scale Increment, from 1<sup>st</sup> April, 2021.** It was agreed that the salary scale would increase from Band 16 to Band 17 with effect from 1<sup>st</sup> April, 2022. Proposed by Cllr. M. Cooper, seconded by Cllr. J. Barlow, resolution passed.

**Item 2. Office Rent.**  
It was agreed to increase this amount by 2%.  
Proposed by Cllr. J. Barlow, seconded by Cllr. M. Cooper, resolution passed.

**22/025 Close Meeting.**  
The meeting closed at 10.55. Next meeting to be confirmed.

Signed ..... 29<sup>th</sup> March 2022