

**Minutes of the Wickham St Pauls Parish Council Personnel Committee held on
Tuesday, 28th February 2024 at 10.00 a.m. at the Pavilion.**

In the Chair: Cllr. J. Barlow

Present: Cllr. M. Cooper
Cllr. C. Groom
Lee Sear
Diane Jacob

24/015 Welcome and Apologies for Absence.

No apologies for absence.

24/016 Declaration of Interests.

None.

24/017 To exclude the press and public.

None in attendance.

Proposed by Cllr. M. Cooper, seconded by Cllr. C. Groom, resolution passed.

24/018 Village Maintenance Operative (Handyman) Appraisal.

The appraisal of Lee Sear was successfully carried out.

Proposed by Cllr. Barlow, seconded by Cllr. C. Groom, resolution passed.

24/019 Village Maintenance Operative (Handyman) Contract of Employment.

It was agreed that this position should be discussed at the March Parish Council meeting as funding for the position has all been allocated.

Proposed by Cllr. J. Barlow, seconded by Cllr. C. Groom, resolution passed.

24/020 Clerks Appraisal.

The appraisal of Diane Jacob was successfully carried out.

The Clerk was thanked by the whole committee for her work, the Clerk raised the issue concerning the present laptop not being able to continue with updates due to the age of it.

Proposed by Cllr. J. Barlow, seconded by Cllr. C. Groom, resolution passed

24/021 Clerks Contract of Employment

Item 1. National Salary Award (NALC, SLCC). Annual Salary Scale Increment, from 1st April, 2024.

It was agreed that the salary scale would increase to Band 20 with effect from 1st April, 2024.

Proposed by Cllr. M. Cooper, seconded by Cllr. C. Groom, resolution passed.

To confirm the Clerk has opted out of being in the pension scheme.

Item 2. Office Rent.

It was agreed to increase this amount by .25p per month.

Proposed by Cllr. M. Cooper, seconded by Cllr. C. Groom, resolution passed.

24/022 Close Meeting.

The meeting closed at 10.37. Next meeting to be in February 2025.

Signed 26th March 2024