

**Members Present:** Chairman Cllr Massey  
Cllrs Jackson and Pepper.  
**In attendance:** Clerk



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## **BROADCLYST PARISH COUNCIL**

### **STAFFING COMMITTEE MEETING**

This meeting was not open to Members of the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1) (2) due to its confidential nature.

There was a Staffing Committee meeting of Broadclyst Parish Council on **Wednesday 14<sup>th</sup> November 2018** at Clystnet, Silverdown Park, Exeter at 11:00hrs for the purpose of transacting the following business:

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## **MINUTES (Draft)**

### **S18/13 APOLOGIES**

Apologies were accepted from Cllr Staddon (work commitments)

### **S18/14 DISCLOSABLE PECUNIARY INTEREST**

There were no interests declared.

### **S18/15 STAFF APPRAISAL REPORT**

- i. The Committee received a report following completion of annual staff appraisals

- ii. The Committee received a verbal report from the Chair of Staffing and Council Chairman from the Senior Officers' annual appraisals which had immediately preceded the meeting
- iii. It was noted that the Staffing Committee would consider cost implications for the 2019/20 budget arising from any actions identified in the appraisals

### **S18/16 BUDGET RECOMMENDATION**

- i. To make recommendation to the Finance Committee of £189,000 in respect of all posts for 2019/20
- ii. To make recommendation to the Finance Committee £55,000 in respect of LGPS Pension (£28,000) and employer HMRC contributions (£27,000) for 2019/20
- iii. To make recommendation to the Finance Committee for £5,500 in respect of staff training and CPD for 2019/20
- iv. To make recommendation for staff contingency of £8,000 for 2019/20
- v. To make recommendation for Payroll costs of £500 for 2019/20

**RESOLUTION:** It was proposed by Cllr Jackson that the Staffing requirement for 2019/20 be submitted to the Finance Committee by way of these Minutes at its meeting on 15<sup>th</sup> November 2018. This proposal was seconded Cllr Pepper and it was unanimously agreed.

### **S18/17 CLOSE OF MEETING**

The meeting closed at 11:45hrs

Signed:.....

Print:.....

Date:.....

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST**