



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 29th January 2019

To all members of the Council Staffing Committee: Cllr Richard Wood (Chair of Council), Cllr John Glover (Vice Chair of Council), Cllr Alan Baines (Chair of Committee), Cllr Nick Holder (Vice Chair of Committee), Cllr David Pafford and Cllr Robert Shea-Simonds

Dear Staffing Committee members

Re **STAFFING COMMITTEE MEETING ON MONDAY 4TH FEBRUARY 2019**

You are summoned to attend the Planning Committee Meeting which will be held on **Monday 4th February 2019, at 8.00pm (Following the Planning Committee) St Barnabas Church**, Beanacre Rd, Beanacre, Melksham SN12 7PT to consider the agenda below.

Yours sincerely,



Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
2. To receive **Apologies and approval of reasons given.**
3. **a) To receive Declarations of Interest**
b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.
4. To consider holding items **in Committee (7 & 8) due to confidential nature**
Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
5. **Public Participation**
6. To note NJC (National Joint Council for Local Government Services) agreed new pay scales for 2019-2020 to be implemented from 1st April 2019.
7. To receive feedback following staff appraisals

8. To review new staffing structure (*arising from Min 175/18*) and any pay scale increases as a result.
9. To consider updated policies following office relocation
 - a) Working Alone Policy
 - b) First Aid Policy
10. To consider policy for DBS (Disclosure & Barring Service) checks and renewals and for Recruitment of ex offenders
11. To consider supply of "corporate" clothing for outdoor staff
12. **Pension:**
 - a) To note Pensions Regulator "Re-enrolment" requirements
 - b) To note Pensions Regulator advice that minimum pension contributions will increase on 6th April 2019
13. To note training sessions booked

Copy to: All Councillors