



# East Ilsley Parish Council

## VIRTUAL MEETING of the PARISH COUNCIL STAFFING COMMITTEE

I hereby give you Notice that East Ilsley Parish Council will hold a 'virtual' Parish Council Staffing Committee Meeting on:

Tuesday 1<sup>st</sup> September 2020 via 'Zoom' at 6pm

All members of the Staffing Committee are hereby invited to attend this virtual Parish Council Meeting.

### AGENDA

Item	Description	Owned By	Response
1.	Chairman's Welcome, Apologies & Statement of Quoracy	Chair	~
2.	Declarations of Interest: to receive any declarations of interest in items on the agenda and to consider any requests for dispensation	Chair	Action
3.	To Move: under section 1, paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted	Chair	Action
4.	To Review: Clerk's Annual Appraisal Form and agree objectives and targets for 2020/2021	Committee	Review & Ratify
5.	To Review: Pay Grade Scales for Clerk for 2020/2021 Financial Year based on achievement of iLCA Qualification* (* any increase awarded will be back dated to 1 <sup>st</sup> May 2020)	Committee	Review & Ratify
6.	To Ratify: Payment of unused Annual Leave from 2019/2020 due to Covid-19 (Annual Leave dates 1 <sup>st</sup> May 2019 to 30 <sup>th</sup> April 2020)	Committee	Ratify
7.	To Review: Budget implications for 2020/2021 based on any given pay increase	Committee	Review
8.	To agree if the Clerk can attend the virtual national conference for professional development (Cost £25.00)	Committee	Review & Ratify
9.	To agree the date of the next Staffing Committee Meeting	Committee	Ratify

*Due to the confidential nature of the business being conducted at this Staffing Committee Meeting a motion will be proposed to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act of 1960 (see item 3 above). As such, the Zoom link, meeting ID and password will not be shared publicly and only sent to the Councillors elected to the Staffing Committee:*

*Cllr. Andrew Sharp - Chair  
Cllr. Tracey Murray - Vice Chair  
Cllr. Brendan McGrath*

Clerk to the Council: Mrs. Fenella Woods. Dated: 18<sup>th</sup> August 2020

Signature: