

Draft minutes of Extraordinary Meeting of Shoscombe Parish Council
held on Thursday 3rd March 2022

Present:

Cllr Ian Cannock - Chair	Cllr Danielle Parker	Cllr Glen Harrington
Cllr Alan Keating	Cllr Joy Schneideman	Cllr Tricia Wasvedt
Cllr Carolyn Keating	Cllr Fiona Crockett	Locum clerk Deborah White

1. As all current serving members of the council were present there were no apologies for absence
2. Declaration of Interests – the locum Clerk is also Chief Officer of Avon Local Councils' Association
3. No members of the public were present
4. The decision was taken to close the meeting to the press and public under the Public Bodies (Admission to Meetings) Act 1960, s.1(2).
5. To agree a procedure for dealing with the Clerk's additional hours

Discussions centred on:

- The current meeting structure of the council
- The Clerks most recent review of contracted hours in 2016
- A snap shot timesheet provided by the Clerk (Jan / Feb 2022)
- A benchmark peer comparison and estimation of pay and hours provided by ALCA
- The lack of a Personnel Committee with delegation from the council to act on its behalf
- The National Living Wage
- The Councils' duty of care and obligations in terms of fair pay for its staff.

It was **RESOLVED** by unanimous vote to increase the Clerks contracted hours to 7 hours per week, back dated to January 2022

6. Items for a future agenda
 - a. To agree a procedure for prior agreement of the Clerks overtime in the future
 - b. A review of the Clerks pay grade

The meeting closed at 8.40 pm