



Clerk to Council: Elizabeth Martin

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PARISH COUNCIL MEETING MINUTES (CONFIDENTIAL)

Minutes of the Confidential Section of the Full Meeting of Lyneham & Bradenstoke Parish Council

held remotely using Microsoft Teams on Monday 28th September 2020
commencing directly following the public meeting.

MEMBERS PRESENT: Councillors Frank Ball [FB], Liam Broughton [LB], Gayna Howarth [GH], Antony Jones [AJ], Mike Robertson [MR] and Keith Webster [KW]

OFFICER PRESENT: Elizabeth Martin [EM], Clerk to the Council

CHAIR: Frank Ball

APOLOGIES: Daniel Beare [DB]

CM20/110 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

CM20/111 **TO CONSIDER AND AGREE TO ENDING THE CLERK'S PROBATION PERIOD AS OF 30TH SEPTEMBER 2020**
Proposed LB. Seconded AJ. Failed.

The staffing committee had requested feedback from Councillors and had performed a midpoint review with the Clerk. The recommendation of the working group was to end the probation period early. Councillors discussed some issues outside of the Clerk's contracted requirements that some felt should be resolved. These will be discussed through the staffing committee.

Motion Failed

CM20/112 **TO REVIEW AND AGREE THAT THE CLERK'S WEEKLY HOURS ARE INCREASED FROM 12 TO 18 HOURS.**
Proposed KW. Seconded GH. Passed.

IT WAS RESOLVED THAT the Parish Clerks Hours will be increased from 12 to 18 hours per week from the 1st October 2020.

CM20/113 **TO REVIEW AND AGREE THE Payscale FOR THE PARISH COUNCIL CLERK FROM LC27(£16.29) TO LC28 (£16.75) PER HOUR**
Motion Lost due to CM20/111 (Item 2) – pay level will stay in-line with original contract of June 2020 reviewed again in December 2020.

Motion Lost



- CM20/114 **TO NOTE LYNEHAM AND BRADENSTOKE COUNCIL WILL BEGIN TO CONTRIBUTE TO A PENSION PLAN FOR THE CLERK.**
Pension contribution was noted by the Council.
- CM20/115 **TO REVIEW AND AGREE THE PARISH COUNCIL ACCEPTS THE PENSION SCHEME OF "NEST" AS THE PENSION COMPANY FOR CONTRIBUTION.**
Proposed LB. Seconded FB. Passed.
IT WAS RESOLVED THAT the parish council recognise and support the NEST pension scheme for the clerk's pension contribution.
- CM20/116 **TO NOTE A RETROSPECTIVE PAYROLL RUN TO THE CLERK FOR THE SALARY SHORTFALL FROM JUNE TO OCTOBER DUE TO A NATIONAL PAYRATE INCREASE AGREED IN AUGUST BY CENTRAL GOVERNMENT.**
The Council recognise the pay scale increase and retrospective payroll run for August to October 2020 based on the contracted alignment to "Green Book".
- CM20/117 **SUBJECT TO AGENDA ITEM 3, TO REVIEW AND AGREE THE PAYROLL AMENDMENT TO THE CLERKS SALARY BE ADDED TO THE CURRENT CONTRACT.**
Proposed GH. Seconded KW. Passed.
IT WAS RESOLVED THAT the passing of the motion of Agenda item 3 the Clerks Salary will be amended accordingly to show 18 hours per week at LC27(£16.29) from the 1st of October 2020
- CM20/118 **SUBJECT TO THE ABOVE AGENDA ITEM, TO REVIEW AND AGREE THAT AGENDA ITEMS 2,3,4,5 AND 7 BE APPLIED TO THE CLERKS CONTRACT AMENDMENT FROM 1ST OCTOBER 2020.**
Proposed FB. Seconded GH. Passed under amendment
Motion amended to remove the inclusion of Items 2 and 4 such that,
IT WAS RESOLVED THAT item 3, the weekly hours of the Clerk being increased from 12 to 18 hours per week; that item 5, The Parish Council will begin Pension Contributions; and item 7, the recognition of the National Payrate (with retrospective application to June 2020) will be added to the Clerk's Contract.

Meeting ended 21:11

These minutes are accepted as a true and accurate record: -

Signed frank ball

Date _____