

PONTESBURY PARISH COUNCIL
Meeting of Personnel/Human Resources Committee
Held on Tuesday 1st December 2020 on Zoom

PRESENT

Cllr D Fletcher, Cllr S Lockwood, Cllr N Hignett, Cllr A Hodges

IN ATTENDANCE: None

CLERK: Debbie Marais

No members of the public were present

PHR15.20 APOLOGIES FOR ABSENCE

Cllr J Pritchard

PHR16.20 DECLARATIONS OF INTEREST AND DISPENSATIONS – None

PHR17.20 MINUTES OF COUNCIL - The minutes were submitted and circulated as read. It was proposed by Cllr S Lockwood and seconded by Cllr N Hignett and **RESOLVED that the minutes of the Council meeting held on 19th October 2020 be approved and signed as a correct record.**

PHR18.20 NATIONAL SALARY AWARD: MINIMUM LEAVE ENTITLEMENT

It was proposed by Cllr N Hignett and seconded by Cllr S Lockwood and resolved to recommend to full council on 14th December 2020 to approve NJC minimum leave entitlement be increased from 21 to 22 days for employees with less than five years service with a pro-rata entitlement for part-time employees

PHR19.20 LONGER TERM STAFFING STRUCTURE FOR PARISH COUNCIL

The Clerk presented a breakdown of her workload and time involved. It was proposed by Cllr A Hodges and seconded by Cllr S Lockwood and resolved to recommend the following to F&GP committee on 9th December 2020 and full council on 14th December 2020;

A Deputy Clerk be appointed from April 2021 for 18.5 hours per week. This would be a permanent position with an initial probationary period of three months.

Meeting ended: 7.45pm

Signed
Chair

Date