

**Meeting of the Extraordinary Meeting of the Parish Council
on Wednesday 2nd June 2021 at 6.30pm
at the Churchill Hall, Aston Clinton Park, Aston Clinton**

Present:

Cllr Read (Chairman)
Cllr Ronson
Cllr Wyatt
Cllr Watton
Cllr Judge
Cllr Mason
Cllr Hughes

In attendance: E Barry, Clerk (recording)

Members of the public 0

The Chairman opened the meeting by explaining the fire procedure

21.73 Apologies

Apologies were received from Cllr McCall

21.74 Declaration of Interests:

For councillors to declare any personal and/or prejudicial interest in items on the agenda
There were no declarations of interest

21.75 Public Participation:

For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. This section of the meeting is not required by law to be minuted.

There were no members of the public

21.76 Community Centre Committee membership

MOTION: To co-opt Cllr James Hughes to the Community Centre Committee, PROPOSED by Cllr Mason, SECONDED by Cllr Judge and AGREED

MOTION: To replace Cllr Tubb with Cllr Watton as a member of the Community Centre Delegated authority, PROPOSED by Cllr Wyatt, SECONDED by Cllr Judge and AGREED

21.77 Staffing Matters – Recruitment of a permanent Assistant Clerk and replacement Clerk and RFO.

The Clerk reported the following recommendations from the Staffing sub committee

- Recommendation for Clerk and RFO role to be split with Clerk's hours to be circa 30 hours and RFO of around 25 hours per month. The Staffing sub-committee to profile both positions and recommend a salary scale for each role
- Following a successful interview held on the 1st June - recommendation is for Lisa Driscoll to be employed in the position of Assistant Clerk for 25 hours per week at a recommended NALC salary scale of LC2 18 which currently equates to £12.65 per hour – This is based on profiling work based on the NALC salary scales and as per usual process, carried out by members of the staffing sub-committee – Cllr Ronson and Cllr Judge. This included studying the profiles. In general terms the job description came below the substantive range but in

time it could possibly grow within the band up to LC23 @ £14.03. This would in due course, be subject to the usual pay increments which would follow later in the year.

- Recruitment in general – Locum clerk and RFO to be sought via BALC and SLCC
 - The Council to be advertise through BALC, SLCC, locally and on INDEED job site for permanent posts
 - The Council has the option of using the recruitment agency should the deem it necessary
- Following the above, there was a dispute between the Clerk and one of the Councillors and the Clerk withdrew from the meeting. The meeting was consequently closed by the Chairman at 19.05 without this motion being passed.

MOTION: to agree recommendations of the staffing sub committee

21.78 Date of next meeting

Signed Date