

VALE OF ALLEN PARISH COUNCIL

MINUTES

of the PERSONNEL COMMITTEE MEETING, held at Gussage St Michael Village Hall on Tuesday 27 October 2020

Present:

Cllrs D Burford-May, S Warnock, S. Tong

I Hanstead, Parish Clerk

Q001 ELECTION OF CHAIRMAN

It was agreed to appoint Cllr Warnock as chairman.

Q002 APOLOGIES

None.

Q003 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None received.

Q004 APPLICATION FOR SALARY REVIEW UNDER JOB EVALUATION

An application had been made under the National Agreement on Salaries and Conditions of Service. The case for reviewing the salary grade level was made with accompanying paperwork supporting the application. Each of the attributes of the scheme were explained – Job Functions, Job Profile, Experience and Qualifications. These attributes equated to number of points which convert to the National Salary Scales.

Members considered the application without staff present.

The Committee decided to APPROVE the regrading from 1 September 2020.

Meeting closed 16:20pm

Signed...*S Warnock*

Date 27 October 2020

Chairman