



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Staffing Committee meeting held at Church House, Kirkbymoorside, at 11am on Wednesday 7 February 2024.

Present: Councillors C Dowie, J Wells and S Woodhams.

Also present: Town Clerk, L Bolland

S23008 Apologies for absence

- a. Apologies for absence given in advance of the meeting were received from Cllr Moffat.
- b. Reasons for absence given in advance of the meeting were **approved**.

S23009 There were no Declarations of Interest in items on the agenda

S23010 Public Session – There were no members of the public present.

S23011 It was **agreed** to exclude members of the public from discussion of item 5 in the event that any members of the public arrive to the meeting

S23012 It was **agreed** to undertake the annual review of the Town Clerks salary, last carried out in January 2022 (Minute S21013).

S23013 It was **agreed** to make recommendations to the full Council to increase the Town Clerk's salary by one NJC salary point to payscale 37, Scale Range LC3 (substantive benchmark range).

Committee members **agreed** to record the thanks of the Town Council to the Town Clerk for her continued diligence and hard work and encourage the use of available resources to support staff development.

S23014 The date of the next meeting will be determined by the 2024/25 Schedule of Meetings. Cllr Dowie proposed quarterly Staffing committee meetings to offer more structured support to the clerk and to align with the 6 monthly appraisal. **Agreed**.

The meeting concluded at 11.37am