

# Brinsworth Parish Council

## MINUTES OF THE SPECIAL FINANCE MEETING HELD ON THURSDAY 03 MAY 2018

Those present :

Chairman : Cllr J Williams

Vice-Chairman : Not Present

Councillors : Cllr R Bowler, Cllr A Buckley, Cllr D Dyson, Cllr Mrs P Gregory, Cllr Mrs M Hughes, Cllr Mrs M Rollinson, Cllr Mrs K Saxton, Cllr Mrs J Tompkins

Officers : Mrs G Blank, Mrs L Szanto

### **2416f Apologies**

Apologies were received from Cllrs Barry and Ridge and the reasons given were approved.

### **2417f Declaration of Members' Interests**

The Chairman asked Councillors to make any declarations of interest prior to the relevant item being discussed.

### **2418f Staffing Issues \***

- To consider and approve the salary grading for the new Centre Manager

The Clerk informed Councillors that the Centre Manager is due to join Brinsworth Parish Council in June. The position of the Centre Manager post had been assessed, and was advertised at the NJC scale range Band H, from scale points 30 to 34. The Clerk recommended that, due to the experience of the new Centre manager, the Parish Council offer her a starting salary of scale point 33 and subject to successfully completing her 6 month probationary period she moves on to scale point 34.

In addition the Centre Manager would also be entitled to the additional 5 days leave due to her continued employment in the local government sector.

RESOLVED: That the new Centre Manager be appointed on NJC salary point 33 and that on successful completion of her 6 month probation period she moves on to salary point 34. Any further progression would need to be decided and approved.

- To consider and approve the salary grading for the new Assistant Centre Manager

The Clerk informed Councillors that the Assistant Manager is due to join the Parish Council on the 4th June 2018. The position of Assistant Manager had been assessed, and was advertised at the NJC Scale Band E, from scale points 18 to 21. The Clerk recommended that the Parish Council offer the Assistant Manager a starting salary of scale point 18 and subject to successfully completing her 6 month probation period moves on to scale point 19. Any further progression will be subject to an annual performance review.

In addition the Assistant Manager would also be entitled to the additional 5 days leave due to her continued employment in the local government sector.

RESOLVED: That the new Assistant Manager be appointed on NJC salary point 18 and that on successful completion of her 6 month probation period she moves on to salary point 19. Any further progression will be subject to an annual performance review and approved.

Both posts are 37 hour contracts to be worked flexibly to meet the demands of The Centre.

MEETING CLOSED 19:40

\* Press and Public Excluded