

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7HL  
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[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)  
 Clerk: Sally Thurston



<b>Minutes of a meeting of the Staff Sub Committee held on Monday 4<sup>th</sup> March 2019 at 8pm in the Clerk's Office, Pump House, Faringdon.</b>	
<b>Cllrs. Present In attendance</b>	<b>Steve Leniec (Chairman)</b> <b>Kiera Bentley</b> <b>Andrew Marsden</b>  <b>Sally Thurston, town Clerk</b>
<b>1/1/19</b>	<b>Apologies for Absence</b> Apologies were received and accepted from Cllrs. David Barron, Jane Boulton and Al Cane
<b>2/1/19</b>	<b>Minutes of last meeting Wednesday 5<sup>th</sup> December</b> The minutes were signed as a correct record of the meeting held on 5 <sup>th</sup> December 2018.
<b>3/1/19</b>	<b>Declarations of Interest &amp; requests for dispensations</b> None
<b>4/1/19</b>	<b>Public Participation Time</b> None
<b>5/1/19</b>	<b>Items for Information Only</b> None
<b>Cllr. Leniec PROPOSED that due to the confidential nature of the following items they should be held in confidential session. This was SECONDED and RESOLVED.</b>	
<b>6/1/19</b>	<p><b>Staffing</b></p> <p>a) Members received and considered recommendations from a staff review. It was PROPOSED that the following recommendations be made to the Finance and Audit Committee with full costings:</p> <ul style="list-style-type: none"> <li>a. Implement the recommendations of the staff review</li> <li>b. A Deputy Town Clerk should be recruited on the LC2 salary scale at points 18 – 23.</li> </ul> <p>This was RESOLVED.</p> <p>b) Members received and considered recommendations from a salary review for the Town Clerk position, which was carried out in line with SLCC salary evaluation procedure. It was NOTED that the salary for position had not been formally evaluated since 2013. It was further NOTED that when the current Clerk was appointed on a low scale, due to experience levels, in 2014 no incremental scale was implemented.                  Cllrs. Marsden and Leniec reported that the post fell into the LC3 range and using the SLCC evaluation system.                  It was PROPOSED that it be recommended to the Finance and Audit that:</p> <ul style="list-style-type: none"> <li>a. The Town Clerk should be rewarded at salary point 41 on the new updated scale (47 on the current scale). An increase of 5 SCP.</li> <li>b. A salary scale LC3 41 – 45 (new scale) should be introduced.</li> <li>c. The salary should be re-evaluated in two years' time.</li> <li>d. Salary scales should be introduced for all Council positions.</li> </ul> <p>This was RESOLVED</p> <p>c) It was PROPOSED that a recommendation be made to the Finance and Audit Committee that the NALC recommended salary increase from April 2019 be implemented. This was RESOLVED. The Clerk was asked to include an overall percentage increase for the Finance and Audit Committee. It was NOTED that these increases had been budgeted for.</p>