

**WEST MERSEA TOWN COUNCIL**

**MINUTES OF PERSONNEL COMMITTEE MEETING**

**HELD ON WEDNESDAY 27 FEBRUARY 2019 AT 9AM**

PRESENT: Councillor Carl Powling (Chairman)  
Councillor Peter Banks  
Councillor Robert Jenkins  
Councillor Paula Moore

IN ATTENDANCE: Petra Palfreyman (Town Clerk)

19/001 APOLOGIES FOR ABSENCE

Apologies for absence received from Councillors Bragg, Clements and Wargent.

19/002 DECLARATIONS OF INTEREST

No declarations of interest were received.

19/003 TO APPROVE THE MINUTES OF MEETING HELD ON 12 OCTOBER 2018, AND MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

The minutes of the meeting held on 12 October 2018 were confirmed and signed by the Chairman as a true record.

Proposed: Councillor Jenkins, Seconded: Councillor Banks. ALL IN FAVOUR.

19/004 Mayor to MOVE that the press and public be excluded during the transaction of the following items on the grounds that publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

19/005 TO DISCUSS 2019/20 PAY INCREASES FOR WEST MERSEA TOWN COUNCIL STAFF

The Clerk supplied a NALC pay profile and supporting documents for the committee to consider. This will be reviewed and discussed at a separate meeting. It was suggested that devolution work would not be managed by the office. The Clerk asked for business mileage and personal mobile phone usage to also be taken in to account.

19/006 TO CONSIDER GROUND STAFF RECRUITMENT

The Clerk provided a first draft of the Head Groundsman job description for further review and comments. It is possible that the Head Groundsman will leave in the summer months.

19/007 TO ADVISE THE ESSEX PENSION FUND EMPLOYERS CONTRIBUTION INCREASE

The employers pension contribution will increase from 20.8% to 21.7% from 1 April 2019.

There being no further business, the meeting closed at 10.10am.