

**FINAL MINUTES OF THE MEETING OF PENNARD FINANCE AND
EMPLOYMENT COMMITTEE HELD
ON 6th November 2019
AT PENNARD COMMUNITY HALL (SMALL HALL) AT 7.30PM**

Present: Cllr Darran Hickery (chair), Cllr Jeff Rogers, Cllr Susan Rodaway, Cllr Claire Whomes, Cllr Lynda James

- 1. Apologies for Absence: Cllr Arthur Rodgers, Cllr Ralph Cook**
- 2. Declarations of interest**

It is proposed that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Proposed by LJ Seconded by CW agreed by all present

- 3. To recommend payment for Oct to Assistant Youth Worker**
This was discussed and it was agreed that this payment should be made.
Proposed by SR seconded by JR agreed by all present.
- 4. To approve advert for new Youth Assistant**
This was discussed at length and it was agreed that another meeting should be arranged with the Youth Leaders to discuss progress and that we should adjourn the decision on the advert until a future Environment Meeting, when we will have a better idea of the requirements.

The Clerk left the room at 8.40pm

- 5. To approve 2 extra hours per week from April 2020 for Clerk to take part in CILCA training.**
It was agreed that the Clerk carry out the ILCA course at a cost of £99 within existing hours. Decision to be made on CILCA after the completion of the ILCA course taking into consideration Clerk's workload at that point in time.
Proposed JR Seconded LJ. Carried unanimously
- 6. To note and approve 2019 appraisal for clerk**
2019 Clerk's Appraisal noted and approved.
Proposed by JR Seconded LJ. Carried unanimously.
DH and SR abstained from voting as they had been involved with the completion of the appraisal.
- 7. To recommend spine point increase to clerk salary to Full Council**
Agreed to recommend to increase the Clerk's salary to the next spine point from £16.65 to £17.09 per hour with effect from the 1 November 2019.
Proposed JR Seconded CW.

The Clerk returned to the room at 9.15pm and the decisions were explained to her, subject to agreement by Full Council.

8. To discuss and agree proposed Admin Budget 20/21 for recommendation to Full Council.

The budget was discussed and the initial figures were entered onto the system including the salary changes discussed earlier in the meeting.

Meeting Closed at 10.00pm
