

WOODBIDGE TOWN COUNCIL

Minutes of a meeting of the **STAFFING COMMITTEE** of the **TOWN COUNCIL** held in the Shire Hall, Market Hill, Woodbridge, on **TUESDAY 17 DECEMBER 2019 at 5.00pm**

Councillors:

Present: S Bale (Chairman), G Holdcroft, P Gillard, E O’Nolan, S Miller, M Sutton.

In Attendance: Deputy Town Clerk and no members of the public.

Action

628. **MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED, AND TO DEAL WITH DISPENSATIONS AS REQUESTED BY INDIVIDUAL COUNCILLORS IN LINE WITH S33 OF THE LOCALISM ACT 2011**

There were none.

629. **COUNCILLORS WITH A PECUNIARY INTEREST IN AN ITEM ON THIS AGENDA, WHO WISH TO REMAIN, SPEAK AND/OR VOTE DURING CONSIDERATION OF THAT ITEM, MAY APPLY FOR A DISPENSATION BY WRITING TO THE TOWN CLERK PRIOR TO THE MEETING. APPLICATIONS MAY ALSO BE CONSIDERED AT THE MEETING ITSELF SHOULD THE NATURE OF THE INTEREST BECOME APPARENT TO A COUNCILLOR AT THE TIME OF THE MEETING**

There were none.

630. **PUBLIC QUESTION TIME**

There were none.

631. **CONFIRMATION OF THE STAFFING COMMITTEE MINUTES**

It was **noted** that the first sentence should have read ‘Staffing committee’ rather than ‘Staffing sub committee’.

The Committee agreed the minutes of the Staffing Committee held on Tuesday 23rd October 2019 as a true record, which were duly signed.

632. **TO MOVE THAT, PURSUANT TO SECTION 1, SUBSECTION 2 OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PRESS AND PUBLIC ARE EXCLUDED FROM PROCEEDINGS ON THIS MATTER AS THEIR PRESENCE IS PREJUDICIAL TO THE PUBLIC INTEREST**

The Deputy Town Clerk left the meeting.

633. **TO RECEIVE A REPORT ON STAFF PAY AND ASSOCIATED MATTERS AND AGREE THE RECOMMENDATIONS CONTAINED THEREIN – CONFIDENTIAL SEPARATE REPORT**

Issues of staff pay were discussed and very small historic anomalies needing rectification were agreed unanimously.

There was unanimous agreement to make minor corrections to some budget headings.

It was unanimously agreed to make no changes to the current mileage rates.

634. **TO AGREE THE STAFFING BUDGET FOR 2020/21 – CONFIDENTIAL SEPARATE REPORT**

There was unanimous agreement to put the total staffing budget figures through to the Finance committee.

635. **TO RECEIVE A VERBAL REPORT ON STAFFING MATTERS FROM THE COMMITTEE CHAIR**

A number of staffing matters were reported verbally.

636. **CLOSURE**

The meeting was closed at 5.21pm with the date of the next meeting to be confirmed as required.

Councillor Sue Bale
Chairman