



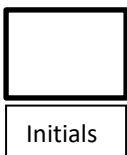
**Minutes of the Hilton Parish Council Staffing Committee on
Wednesday 17th February at 8:00pm via Zoom**

Present: Cllr G. Barradell, Cllr R. Collard (Chair), Cllr K. Dunk, Cllr S. Walker

In attendance: The Clerk & RFO – N. Webster and Gwilym Rippon, Chair of the Association of Local Council Clerks (ALCC).

Meeting commenced 20:00

1. To receive any apologies for absence.
Apologies were received from Cllr A. Goodridge (prior engagement).
2. To receive any declarations of interest.
No declarations of interest were received.
3. To carry out the consultation meeting with the Clerk with regards to the proposed changes to the Clerk's contract
The Committee discussed the proposed changes with the Clerk and her representative.
20:13 The Clerk and her representative left the meeting
20:39 The Clerk and her representative joined the meeting
The Chair of the Committee requested that the Clerk put her comments in writing to the full Council.
Cllr R. Collard proposed that the Committee will take the notes from this consultation to the Parish Council to reach agreement on where we go next, Cllr S. Walker 2nd, all Cllrs in favour.
It was resolved that the Committee will take the notes from this consultation to the Parish Council to reach agreement on where we go next.
4. To review the Clerk's hours and decide upon a recommendation to full council
The Committee reviewed the Clerk's timesheet and discussed the hours required to fulfil the role.
Cllr R. Collard proposed that the Committee will take this back for further discussion at the Parish Council meeting, Cllr G. Barradell 2nd, all Cllrs in favour.
It was resolved that the Committee will take this back for further discussion at the Parish Council meeting.
5. To discuss a process to agree overtime and decide upon a recommendation to full council
The Committee discussed the concept of overtime in relation to item 4 above.
Cllr R. Collard proposed that the recommendation of the Committee is that, depending on the outcome of the discussion regarding the Clerk's hours, the Chair of the Council should have the authority to approve a certain number of overtime hours without referral to full Council, Cllr S. Walker 2nd, all Cllrs in favour.
It was resolved that the recommendation of the Committee is that, depending on the outcome of the discussion regarding the Clerk's hours, the Chair of the Council



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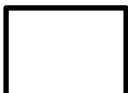
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should have the authority to approve a certain number of overtime hours without referral to full Council.

6. Close of meeting.

There being no further business to transact the meeting was closed at 21:21.

Signed..... Date.....



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