



BRIDLINGTON TOWN COUNCIL
Minutes of the Staffing Committee
held at Bridlington Town Council Offices,
62 Quay Road, Bridlington on 7th April 2015

Present: Councillors L Chambers, S Finlay, C Marsburg & M Milns.
Mrs King recorded the minutes.

13.14 Apologies for Absence:

RESOLVED: *Apologies were received and accepted from Councillors Copsey & M Milns.*

14.14 Declarations of Interest:

- a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

RESOLVED: *There were none.*

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

RESOLVED: *There were none.*

15.14 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with Interests:

RESOLVED: *There were none.*

16.14 Appraisals – set a date in April:

RESOLVED: *The committee agreed two dates in April 2015 for the staff appraisals.*

17.14 Continued Professional Development (CPD):

RESOLVED: *The committee resolved to support the relevant needs of the staff.*

18.14 Staff Holiday entitlement and usage report:

RESOLVED: *The usage reports were noted and the committee were pleased to see that staff were managing to effectively use the holiday entitlement.*

19.14 Pay award 2015/16:

The committee discussed the need to have a cost of living pay rise for staff in the office. The committee acknowledged the change in role of the Responsible Financial Officer/Administrative Officer and discussed apportioning some administrative hours to finance hours within the current total hours of the employees role.

RESOLVED: *The committee resolved to award a cost of living pay rise of 1% to staff with effect from 1st April 2015. The committee resolved to amend three (3) admin*

hours to finance hours of the employee to provide 10 hours per role. The allocation of hours to be reviewed in six months time.

20.14 Pension for Civic Officer:

RESOLVED: *The Civic Officer has elected not to join the pension scheme at this time.*

Signed:



Mayor of Bridlington

Date:

15th April 2015