

Towyn & Kinnel Bay Town Council

Minutes of the HR Committee held on Monday 22nd October, 2018 at the Community Resource Centre, Kinnel Bay.

Present Cllrs: D Johnson, M Jones & L Knightly

Non Voting: J McKenna

Clerk: D Thomas

1. Chairman

Cllr Morris Jones was nominated and approved a Chairman.

2. Deputy Chairman

Cllr David Johnson was nominated and approved as Deputy Chairman.

3. Apologies

Apologies for absence were received from Cllr B McLoughlin & Cllr T Curran. Cllr B Griffiths was absent without apology.

4. Declaration of Interest

There were no declarations of interest.

5. Public Participation

There were no applications from the public to address the Council.

6. Minutes

The minutes of the meeting held on 26th February, 2018 were approved and signed.

7. Exclusion of the Public Agenda Item 8 – Clerk- Role Evaluation

Resolved that: Approved

8. Clerk – Role Evaluation

The Clerk presented the SLCC and NALC jointly agreed Role Evaluation Process to the councillors.

The Clerk left the room whilst this agenda item was being discussed.

Resolved that:

a) The Town Council would keep matters in house rather than proceed down the role evaluation route/process.

b) To acknowledge the work undertaken by the Clerk, that the Clerk's salary would increase from pay scale 34, to pay scale 43 with effect from 01/04/19.

(Under the New Pay Scales for 2019-20, which take effect from 01/04/2019, LSC 43 will be replaced by a new SCP Pay Scale of 37).

c) In the event of a change of clerk in the future, a full review of the Clerk's Pay Scales will be required at that time.

9. Employee Hand Book

The Clerk presented/explained the draft revised Employee Handbook to Councillors.

Resolved that: The draft revised Employee Handbook be approved, as presented, with no changes necessary.

Meeting Closed at 19:50

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Signed by the Chair of the HR Committee at the HR Committee Meeting held on 25th February, 2019.