

KENILWORTH TOWN COUNCIL

Minutes of the Meeting of the Staffing Committee

Commencing at 4.07 pm on Tuesday 24 September 2024

PRESENT: Councillor M L Stevens (Chair)

Councillors: J Kennedy, A Insley (Substituting for K Dickson).

Town Clerk: Miss M Field

No Members of the Public or Press were present.

SC.34 APOLOGIES

Apologies were received from Councillor K Dickson – Councillor A Insley substituted.

SC.35 DECLARATIONS OF INTEREST

None.

SC.36 MINUTES

The minutes of the Staffing Committee held on 11 June 2024 were received and agreed.

SC.37 EXCLUSION OF PRESS AND PUBLIC

It was proposed, seconded and

RESOLVED “That in view of the confidential nature of the business about to be considered (confidential staffing matters), the press and public are excluded from the Meeting, pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960”.

SC.38 PENSION PROVISION

Members noted the decisions made by Full Council on 25 July 2024. (TC.311)

The Clerk provided an update on the transition from the previous pension scheme to current LGPS scheme. No issues had arisen, other than logistics of submitting information onto the new system and establishing the logistics of how the pension contributions were paid. Staff will receive a welcome pack and portal access in due course. Staff are also being supported by the Independent Financial Advisor in options available regarding the Nest pension.

SC.39 RECOMMENDATIONS FOR SALARY AND PENSION PROVISION FOR 2025 -2026

Members discussed the budget required for the Council’s salary and pension provision for the next financial year. It was agreed that the sum recommended for inclusion in the technical budget and calculations (to be prepared by the Chair of Finance & General Services Committee and the Responsible Finance Officer) should be £156,000. Recommendations were also put forward for staff training budget of £1500 and Members training budget of £1500.

INITIALS

SC.40 UPDATE ON STAFF APPRAISALS AND TRAINING

The Clerk confirmed the current position regarding appraisals and discussed the training requirements and training opportunities for staff members.

The Chair raised the CSR days awarded and enquired whether any of the staff had used these yet. A discussion took place regarding organisations in the town who could be approached.

SC.41 NEXT MEETING

The next meeting was set for Tuesday 14 January 2025 at 11am.

The Meeting closed at 5.07pm.

Signed:.....

Dated:.....