



***Steeton-with-Eastburn Parish Council***

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**The Minutes of the Meeting of the Staffing Committee held at the Bowling Pavilion, Steeton, on Wednesday 7 November 2007**

Present: Councillor Dr. Harding (Chairman), Councillors Hargreaves, Mrs. Lear and Mrs Townend.

07/216 Apologies  
None

07/217 Declaration of Interest  
None

07/218 Staff Appraisal:  
Resolved: That due to the personal nature of the business to be conducted the press and public be excluded from the meeting.

i) Annual Appraisal of the clerk: Members of the committee agreed that Mrs. Brown's work as clerk to the parish council was found to be excellent. Councillors asked for their thanks to the clerk be recorded.

It was noted that the Parish and Town Council Clerk's' pay award for 2007/8 has now been agreed, so back pay to April 2007 will be due.

ii) Resolved : To recommend to the council

1. That the clerk's salary be maintained on Scale Point 21 (Nationally agreed scales) for the financial year 2008/9 but that a further increment would be considered on achieving Quality Status.
2. That the clerk be reimbursed for 50% of the cost of Broadband connection and 1 quarter's telephone line rental.
3. That the working hours be increased to 15 hours per week.
4. That, in principle, the clerk should be paid travel expenses at a rate to be discussed at the next parish council meeting.

Chairman..... Date: 5 December 2007