

MINUTES OF A MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON WEDNESDAY 19TH DECEMBER 2018 AT 7.00PM, IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present: A Cooper (Chairman)

B Collier

Mrs A Clarey

Mrs M Cooper

Mrs J Hyde

B Saunders

Also present: the Town Clerk – Mrs K Elliott-Turner

39/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Hayes.

40/18 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

There were none. Members were reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

41/18 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

42/18 STAFF TRAINING – CONFERENCES/SEMINAR

Members were asked to approve executive action taken by the Clerk in booking the following two training opportunities to take advantage of early bird rates and as space is limited:

SLCC Practitioners Conference, 14th & 15th February 2019, Kenilworth. £299 plus vat, plus mileage. Clerk's attendance

SLCC Regional Seminar, 30th January 2019, Wyboston. £80 plus vat, plus mileage. Assistant Clerk's attendance

RESOLVED that executive action taken in booking the above two training opportunities is approved.

Members considered the Clerk's attendance at the SLCC Leadership in Action conference, 5th to 7th June 2019, Stratford-Upon-Avon. £635 plus vat, plus mileage.

The Clerk also advised of another training opportunity, which although is aimed at Clerks, may also benefit Councillors. The SLCC is running four webinars from January to April, at £80 plus vat, on the topic of planning. As Members had previously expressed an interest in training on this topic, it was felt a very useful opportunity. The sessions are held during the day, but copies of presentations can be made available for those unable to attend during working hours.

RESOLVED that the Clerk's attendance at the SLCC Leadership in Action conference is approved, together with booking the SLCC Planning Webinar.

43/18 SALARIES UPDATE

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2019-2020 to be implemented from 1st April 2019. This applies to x5 office staff members only. Due to the introduction of the national living wage, the NJC agreement includes the introduction of a new pay spine on 1st April 2019 which has resulted in a change to spinal column points and scale ranges used. For example, the old spinal point (SP) 18 has now become SP7, but remain in the same scale ranges, so no decrease in salary. Across the 5 staff members affected by this change, there has been a 4% increase in salary due. The larger percentage increases are due to those on lower salary scales. Adjustment has been made to the Establishment Committee budget for 2019/2020 accordingly - salary, pensions, etc.

Members noted the information – for Council’s information.

44/18 PRECEPT FOR 2019/2020 FINANCIAL YEAR

Members considered a report from the Clerk, with her calculations for the required Precept to be requested from Central Beds Council for the financial year 2019/2020, based on requested Committee budgets, for recommendation to Council.

Members discussed the figures put forward. The current Band D property figure per year for Stotfold is 3213, increasing to 3248 for 2019/20. The proposed Precept increase of £15,737 from 2018/2019 is an increase of 3.3%, equating to a 2.2% increase on Band D figures, or an increase of £3.26 per Band D property over the year, which is £0.06p increase per week.

The Clerk advised in her report that proposed actions have been taken to reduce the Precept figure, as follows: reduction in staff salary figure required by £12,000 as the S106 agreement for the Greenacre Centre includes this sum per year for 9 years; the S106 agreement also allows for £205 salary insurance (fidelity) for a period of 9 years, plus £1,144.64 for Greenacre Centre building insurance for a period of 20 years, giving a total reduction to the insurance budget requirement of £1,350. A further proposed reduction of £10,000 is made from the requested Cemetery Committee Earmarked Reserve figure. This is because the funds are required for a long-term project which does not necessarily require such a significant injection of funds at this point. All other Earmarked Reserves requests are for projects which are in the shorter-term period.

RECOMMENDED that the Precept figure of £486,171 for 2019/2020 be submitted to Central Bedfordshire Council. This figure has taken into account the proposed actions to reduce the figure, which was approved for recommendation.

45/18 ITEMS FOR INFORMATION PURPOSES ONLY

Nothing to report.

There being no further business, the meeting closed at 7.37pm

CHAIRMAN

DATED