

**MONMOUTH TOWN COUNCIL**

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**Minutes of the  
Meeting of the Staffing Sub Committee  
held on Tuesday 22nd March 2022 at 3.30 pm  
in the Mayors Parlour - Shire Hall**

**Present:** Cllr R Smith (Chair) Cllr M Feakins  
Cllr T Christopher

**In Attendance:** Caitlin Williams, Town Clerk/RFO

**No press or public were present.**

<b>Item No.</b>	<b><u>Details</u></b>	<b>Action</b>
<b>57/SSC/21</b>	<b>Attendance and Apologies for Absence</b>  Apologies were received from Cllrs Roden and Lucas.	
<b>58/SSC/21</b>	<b>Declarations of Members Interests and Dispensations</b>  There were no declarations of interest.	
<b>59/SSC/21</b>	<b>Date of Next Meeting</b>  The date of the next meeting is to be confirmed as and when required.	
<b>60/SSC/21</b>	<b>Exclusion of the Press and Public</b>  It was <b>resolved</b> to exclude members of the press and public from the meeting during consideration of the following items of business, by the Public Bodies (Admission to meetings) Act 1960, Section 1 (2), on the grounds of confidentiality.	
<b>61/SSC/21</b>	<b>Staffing Sub Committee Minutes</b>  It was <b>resolved</b> to confirm the minutes of the meeting held on 25 <sup>th</sup> February 2022 as a true record.	
<b>62/SSC/21</b>	<b>Staffing Issues</b>	

Item No.	<u>Details</u>	Action
	<p>a) It was <b>resolved</b> to recommend approval of the Town Clerk &amp; RFOs appraisals and to recommend approval of the 1 point SCP scale increase as per the staff contract.</p> <p>b) It was <b>resolved</b> to note the NALC pay award for 2021-22.</p> <p>c) It was <b>resolved</b> to note that the ex-member of staff had requested the back payment for 2021-22 and that it will be paid.</p> <p>d) It was noted that the temporary member of staff started on Monday 14<sup>th</sup> March 2022 for an initial 4 week period and was settling in well. It was also noted that the permanent member of staff will be starting on 4<sup>th</sup> April 2022. Councillors thanked the Officers for their efforts with the recruitment process.</p>	

**The meeting came to a close at 3.33 pm**