

# Acton Burnell, Frodesley, Pitchford, Ruckley & Langley Parish Council

## Parish Council Committee Meeting Staff Appraisal Committee

Tuesday 19 November 2024, 7pm at Pitchford Village Hall

### DRAFT MINUTES

- SAC.24.11.1 Present:** Cllr P Harrison, Cllr C Culliss, Cllr G Ball, A Morris - Clerk
- SAC.24.11.2 Declarations of Pecuniary Interest:** None
- SAC.24.11.3** The Committee decided to close meeting to public due to the discussion of confidential staff information. No public were in attendance.
- SAC.24.11.4 Clerk's hours:** the Committee reviewed the additional hours worked by the Clerk over the past year and discussed whether to increase the Clerk's contracted hours.
- SAC.24.11.5 No additional staff appraisal issues were raised.**
- SAC 24.11.6 Recommendations for full Council:** The Committee agreed to recommend that the Clerk's contracted hours are changed from 6 hours per week to 7.5 hours per week effective from 1 April 2025. This will be reviewed at the end of financial year 2025/26.
- SAC.24.11.7 Date for next staff appraisal:** 21 January 2025, 7pm.