

SHANKLIN TOWN COUNCIL

Minutes of a Meeting of the Town Council Staffing Committee held at Falcon Cross Hall, Shanklin, Isle of Wight on Monday 19th February 2024

PRESENT: Town Mayor Cllr. R. May, D. Lerner, L. Fleming, D.G. Williams, S. Knight, & Town Clerk RFO.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST & DISPENSATIONS**
3. **EXCLUSION OF THE PRESS & PUBLIC - THE FOLLOWING ITEM TO BE CONSIDERED RELATES TO THE EMPLOYMENT OF STAFF THEREFORE THE PRESS & PUBLIC ARE EXCLUDED UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 & S.100 LOCAL GOVERNMENT ACT 1972**
4. **OPERATIONS MANAGER & ASSISTANT TO TOWN CLERK RFO MR. J. GILBEY BEM.**
 - 4.1 **TO CONSIDER CHANGING JON'S TITLE FROM OPERATIONS MANAGER & ASSISTANT TO THE TOWN CLERK RFO TO DEPUTY TOWN CLERK & FACILITIES MANAGER**

Members duly proposed, seconded and voted thus:
RESOLVED: Members recommended to full Council to change Jon's title to Deputy Town Clerk & Facilities Manager.
 - 4.2 **TO CONSIDER INCREASING JON'S HOURS OF WORK BY ONE HOUR TO 23 HOURS**

Members duly proposed, seconded and voted thus:
RESOLVED: Members recommended to full Council to increase Jon's hours of work to 23.
 - 4.3 **TO CONSIDER INCREASING JON'S SALARY TO SCP 29 WITH EFFECT FROM 1st APRIL 2024**

Members duly proposed, seconded and voted thus:
RESOLVED: Members recommended to full Council to increase Jon's salary to SCP 29 with effect from 1st April 2024.
 - 4.4 **TO AGREE FOR TOWN CLERK RFO TO WRITE THE VARIATION OF CONTRACT DOCUMENT AS AGREED WITH JON TO REFLECT THE ABOVE**

Members duly proposed, seconded and voted thus:
RESOLVED: Members recommended to full Council for Town Clerk RFO to write the variation of contract document.

Thursday 29th February 2024.....