



Prestbury Parish Council

Minutes of the Extraordinary Council Meeting of Prestbury Parish Council

Date: Wednesday 30th March 2022

Time: 9.00am

Venue: Prestbury Village Hall

Attendance

Prestbury Parish Council

Cllr A Dicken (joined the meeting at 9.10am)

Cllr V Herbert

Cllr P Holes

Cllr T Jackson

Cllr D Murphy

Cllr K Podmore

Cllr T Toole

Clerk – M Wheelton

Members of the public – None

PPC 21-22 / 249 - Apologies for absence

Cllrs L Burns (observing on Teams), J Hollowell, M Leather, D Franks & A Thomas.

Assistant Clerk / RFO S Dalrymple

PPC 21-22 / 250 - Declarations of interest - None

PPC 21-22 / 251 - Public Participation – None

PPC 21-22 / 252 - To approve the appointment of the new Clerk to the Parish Council, subject to the receipt of satisfactory references.

Cllr Podmore updated members on the recent interviews on 24th March 2022 for the position of clerk. Cllr Herbert confirmed that an offer had been made to Jennifer Darling subject to the confirmation of receipt of two satisfactory references. She confirmed that one had been received to date. Cllr Holes then updated members on the pension scheme proposals.

Signed

Date

Proposal – To appoint Jennifer Darling as clerk to the Parish Council subject to the receipt of two satisfactory references. Employment will be for 20 hours per week at pay grade SCP 22 with effect from 11th April 2022. The terms will be based on the contract as discussed.

Proposed Cllr Podmore, Seconded Cllr Holes. All in favour.

In respect of the management of salary and pension Cllr Holes proposed the following

Proposal – The Council is requested to confirm that SPS are engaged to manage the payroll for the Clerk and Assistant Clerk / RFO on the new terms and conditions. SPS are also to manage the Nest Pension Contributions in respect of the new clerk.

Proposed Cllr Holes. Seconded Cllr Herbert. All in favour.

PPC 21-22 / 253 – Finance: A report was presented by Cllr Holes based on the previously circulated papers and the following were noted:

National Agreed Salary Award.

It was confirmed that new rates of pay have been agreed nationally, applicable from 1st April 2021. These rates will need to be applied to the Clerk, the Assistant Clerk / RFO and also the previous Assistant Clerk / RFO for the time that they were in post between April 2021 and August 2021.

Proposal; Council is requested to approve the following:

- **To implement the new pay scale for the Clerk and Assistant Clerk / RFO.**
- **Cllr Holes to calculate back pay for the Clerk and Assistant Clerk / RFO from April 2021 and to include this in the payroll for March month to be presented to Council for authorisation at Council on April 13th.**
- **Cllr Holes to calculate the back pay for the former Assistant Clerk / RFO and include this in the payroll for March month to be presented to Council for authorisation at Council on April 13th.**

Proposed Cllr Holes, Seconded Cllr Herbert, All in favour.

Payments for authorization:

Proposal: Council is requested to authorize the payment listed below for payment on 31st March 2022:

Amberon - Traffic management and road closure for the 2021 winter fair.
£1,002.00

Proposed Cllr Holes. Seconded Cllr Dicken. All in favour

Signed

Date

Proposal: Council is further requested to authorize the payment listed below for payment on 31st March 2022:

Cllr K Podmore - Chairman's Allowance - £250.00

Proposed for payment Cllr Holes. Seconded Cllr Toole. All in favour,

The meeting closed at **9.26 am**

Signed

Date

Chairman – Prestbury Parish Council