

**MINUTES OF PAY & PERSONNEL SUB-COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE
ON MONDAY 2nd DECEMBER 2024 COMMENCING AT 7.30PM**

Present: Councillors J Mikkelson (Chair), J Selley (Vice-chair), B Thomas and J Paxton (ex-officio)

In attendance: C Callen (Clerk)

Minutes: C Callen

24/311 APOLOGIES FOR ABSENCE – These were received from Councillor G Gardner.

24/312 SPECIFIC DECLARATIONS OF INTEREST – There were none.

24/313 MATTERS ARISING

The Local Government Pay award was confirmed on 23rd October and all relevant staff have now received their back pay in their November Salaries. The £1290 FTE increase has been applied.

The review of the TOIL Policy is still outstanding and will be undertaken ahead of the next meeting.

24/314 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 16th SEPTEMBER 2024

A copy of the minutes was provided to all members ahead of the meeting. Councillor Mikkelson **PROPOSED** approval of the minutes of the Pay & Personnel Sub-Committee meeting held on 16th September 2024, **SECONDED** by Councillor Selley and **UNANIMOUSLY CARRIED**.

24/315 EXEMPT BUSINESS –

Resolution to exclude members of press and public from debate on agenda item 24/316 (Standing Order 3d). “That in view of the confidential nature of business being transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”.

There were no members of the press or public present.

24/316 REVIEW OF SUB-COMMITTEE EXPENDITURE FOR 2024/25 AND TO CONSIDER AND RECOMMEND DRAFT BUDGETS FOR 2025/26

Details of the year-to-date and year-end forecast figures were provided ahead of the meeting. The projected year-end spend figure is £146,294, following the 2024/25 pay award being applied, and including the payment of staff overtime reflecting the projects and events that have been undertaken during the year. This is against a Budget of £147,150.

No indication has yet been received for the 2025/26 Pay Award, so an assumption that a similar increase process will be applied as in 2024/25 has been used to calculate the Budget required for ‘cost of living’ rise to the NJC spine rates – i.e. £1290 FTE per annum increase to each spine rate. The planned increase to the National Living Wage has also been applied, where appropriate. The impact of the Government changes to the National Insurance calculations have been applied, which will see an increase of £4k to the Parish Council salary costs.

Following discussion, it was agreed that realistic assumptions have been made with regards to the total salary costs. Therefore, Councillor Mikkelson **PROPOSED** the recommendation of the draft 2025/26 Pay & Personnel budget, with a £155,329 sub-committee precept. This was **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

24/317 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

None.

The meeting closed at 7.43pm.