



# Much Wenlock Town Council

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**Town Clerk: Trudi Barrett BA (Hons)**

**NOTICE IS HEREBY GIVEN** that an Extraordinary meeting of Much Wenlock Town Council's **HR Committee** will be held at **6.00 pm** on **10<sup>th</sup> February 2022** at the **Corn Exchange**, Much Wenlock, and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed: .....  
Mayor

Date of issue: 3<sup>rd</sup> February 2022

# A G E N D A

## 1. Disclosure of Pecuniary Interests

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

## 2. Dispensations

Requests for dispensations should be in writing, addressed to the Town Clerk, and received prior to the meeting.

## 3. Minutes

To approve the minutes of the HR Committee meeting held on 23<sup>rd</sup> September 2021.

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## PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act due to the confidential nature of the following business to be transacted it will be **PROPOSED, SECONDED** and **RESOLVED** that the public and press should not be present.

## 4. Staff Appraisals

To note that staff appraisals have been completed and to review the outcomes.

## 5. Probationary Period

To note that two members of staff have completed their probationary period and to consider confirmation of permanent employment.

## 6. Annual Leave

To note outstanding annual leave for several members of staff and to consider options for dealing with this.

## 7. Employee Rates of Pay

- a. To note that agreement has yet to be reached on Local Government pay for 2021/22 but that the National Employers have confirmed the final pay offer for Council staff is for an increase of 1.75% on all NJC pay points 2 and above from 1<sup>st</sup> April 2021.
- b. To agree to implement the above pay increase, when agreed.
- c. To consider and approve rates of pay for employees for the financial year 2022/23.

*Members:*

*Cllrs. David Fenwick, John O'Dowd and Daniel Thomas*