



**BRIDLINGTON TOWN COUNCIL**  
**Minutes of the Staffing Committee held at**  
**Bridlington Town Council Offices,**  
**62 Quay Road, Bridlington on 13th March 2018**

Present: Councillors Dealtry, Finlay, Heslop-Mullens, Marsburg & M Milns.  
Mrs King recorded the minutes.

**9.17** Apologies for Absence:

**RESOLVED:** *Apologies were received and accepted from Councillor M Milns.*

**10.17** Declarations of Interest:

- a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

**RESOLVED:** *There were none.*

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

**RESOLVED:** *There were none.*

**11.17** Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with Interests:

**RESOLVED:** *There were none.*

**12.17** Review of Holiday Entitlement: The Committee reviewed the annual entitlement forms.

**RESOLVED:** *The Committee were happy with the forms and resolved to accept the current figures.*

**13.17** To arrange the annual appraisals for staff:

**RESOLVED:** *The date for the staff appraisals was set.*

**14.17** To consider pay increase for 2018/2019. The Clerk left room whilst a discussion was undertaken regarding:

**RESOLVED:** *The Committee recommended a 1% pay increase for all staff with effect from the new financial year.*

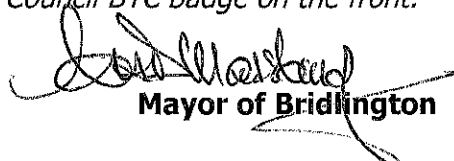
**15.17** To consider Continued Professional Development (CPD) for the Civic Officer – ILCA Level 2:

**RESOLVED:** *The committee resolved to support ILCA Level 2 for the CPD for the Civic Officer. The committee resolved to pay for registration (£99) and to allow restricted hours for the course to be completed. The committee will consider a pay award on the successful completion of the course.*

**16.17** To consider the purchase of wet weather clothing for one member of staff:

**RESOLVED:** *The Committee resolved to purchase three wet weather jackets with the addition of a Council BTC badge on the front.*

Signed:

  
Mayor of Bridlington

Date:

21.03.18