



Delivering Quality Services to  
Coxhoe & Quarrington Hill

## Coxhoe Parish Council

<b>Meeting</b>	Finance Sub-Committee
<b>Date</b>	Wednesday 16 <sup>th</sup> March 2016
<b>Time</b>	7.00pm
<b>Venue</b>	Coxhoe Village Hall

### **Minutes of the proceedings of the Coxhoe Parish Council Finance Sub-Committee held at 7.00 in Coxhoe Village Hall on Wednesday 16<sup>th</sup> March 2016.**

**Attendance:** Councillors; S Dunn, K Pounder, C Hogarth and K Simpson.

**Apologies:** None. **Other:** The Clerk Mr G Price.

**249. Declarations of Interests:** None.

**250. Exclusion of Press and Public.**

#### **251. Review of Clerk's Payscale.**

Members used the current NALC and SLCC reports supplied by the Clerk to consider the salary range for the Parish Council's Clerk based on the current duties. Members spent considerable time working through and debating 'Job Evaluation – Practical Tips', and scoring the 4 Job profiles and agreed to recommend that the position should be evaluated at LC2 SPC Points 26-29. The Clerk requested to be placed at point 28 in the salary range reflecting his service, qualifications and the recent changes to his role.

It was **resolved** that the Clerk, Chair and Vice-Chair meet to work through an online CPALC evaluation at the Clerk's request and report to the next meeting.

#### **252. Review of Financial Risk Assessment.**

Members advised of a lone working policy dating back from 2009 that the council had that required updating. The Clerk would source a more up to date policy.

**Signed on 6<sup>th</sup> April 2016 as a true record of the meeting.**

**Cllr. S Dunn (Chair)**

**Cllr. C Hogarth (Vice-Chair)**