



Compton Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

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<https://comptonparishcouncil.gov.uk/>

All Members of the Personnel Committee are hereby summoned to attend the following meeting.

NOTICE OF MEETING

MEETING: Personnel Committee

DATE & TIME: Monday 21st October 2024 at 7.30 pm

PLACE: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

15th October 2024

Agenda

1. To receive, and consider for acceptance, apologies for absence from Members of the Committee
2. To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any requests for dispensation from Members declaring a Disclosable Pecuniary Interest
Councillors should use the [flow-chart](#)/tables below to identify which type of interest they have and what action should be taken. Please declare what type of interest you have in the meeting.
3. To receive:
 - 3.1 Questions or comments from members of the public regarding items on the agenda
 - 3.2 Representations from any member who has declared a personal interest
4. To approve the [Minutes of the Personnel Committee Meeting held on 17th June 2024](#)
5. To discuss any matters arising from the minutes of the previous Personnel Committee Meeting
6. To ratify the Minutes of the following meetings held online under the Temporary Scheme of Delegation and not ratified when the council returned to meeting in person:
 - 14th December 2020
 - 25th May 2021
7. To review councillor training

8. To discuss matters for future consideration and for information
9. To resolve under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted, it is advisable that the Public and Press be temporarily excluded from this meeting, and they are herewith instructed to withdraw
10. To review employee annual appraisals
11. To review employee training requirements
12. To receive an update on SLCC salary scales for 2024/25
13. To review pension scheme rates for 2025/26
14. To consider staff salaries and working from home allowance
15. To review staffing and training budgets for 2025/26

Supporting Documentation

Agenda Item 2: To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any requests for dispensation from Members declaring a Disclosable Pecuniary Interest

Members are invited to declare Disclosable Pecuniary Interests, Other Registerable Interests and Non-Registerable Interests in items on the agenda as required by the Compton Parish Council [Code of Conduct](#) for Members, as adopted on 5th July 2021, Minute 21/22-087, and by the [Localism Act 2011 Chapter 7](#).

Please use the flow chart below to ascertain the type of interest you have and what action you are required to take.

DPI = Disclosable Pecuniary Interest

ORI = Other Registerable Interest

NRI = Non-Registerable Interest

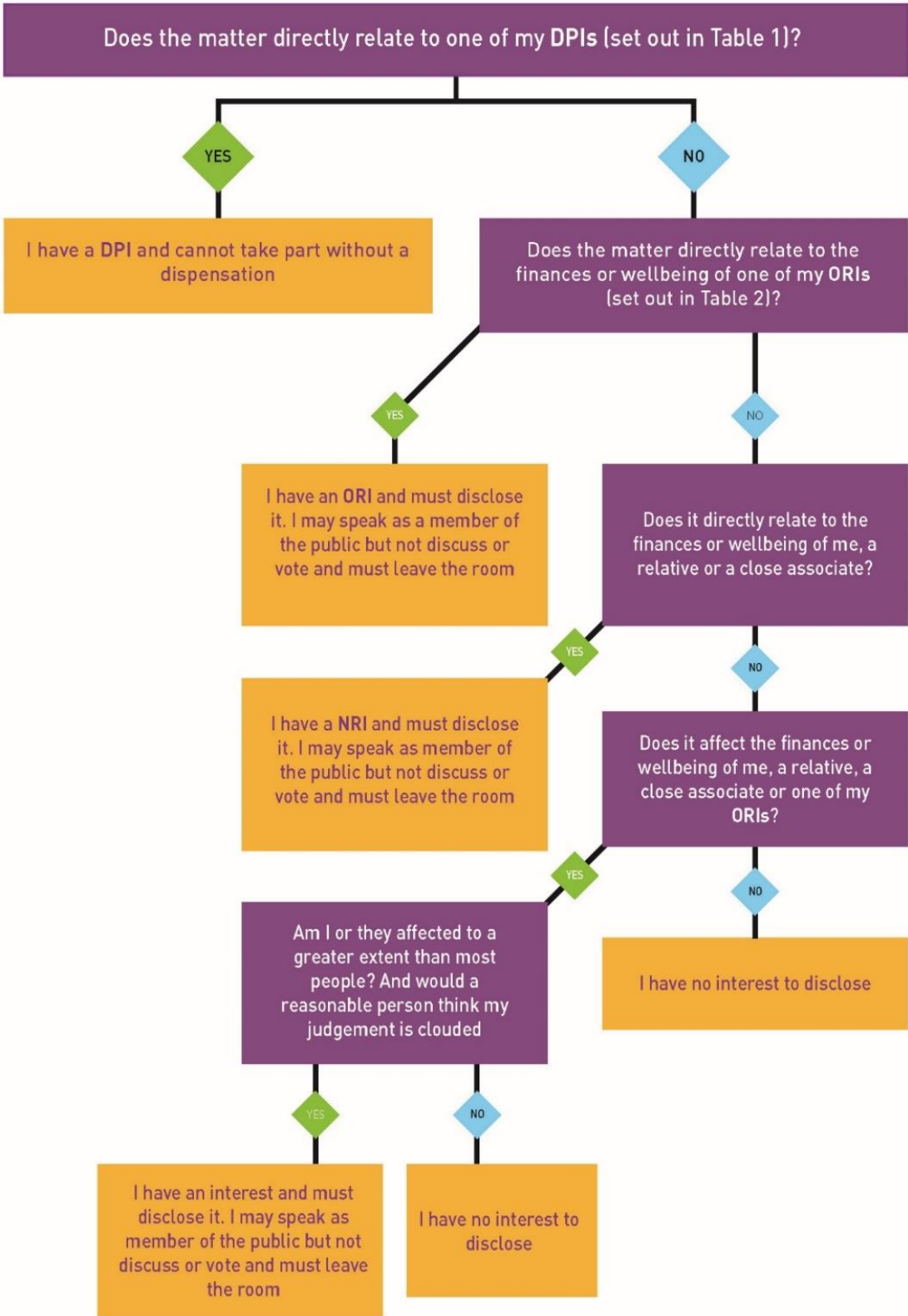


Table 1: Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land and property	<p>Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.</p>
Licenses	<p>Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer</p>
Corporate tenancies	<p>Any tenancy where (to the councillor's knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>
Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the</p>

	<p>securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>
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* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interest

You must register as an Other Registerable Interest :

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management