



## **GILLINGHAM TOWN COUNCIL STAFF AND SALARIES COMMITTEE**

The Town Hall, School Road, Gillingham, Dorset SP8 4QR  
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Minutes of a meeting of the Staff and Salaries Committee held on **Monday, 16<sup>th</sup> July 2018**, in the Jubilee Room, Town Hall, School Road, Gillingham, commencing at 7.15pm.

These minutes do not constitute a true record until ratified by Full Council.

Present: Cllr A Frith (Chairman),  
Cllr P Harris (Deputy Chairman), Cllr M Hill,  
Cllr Mrs D Toye, Cllr Mrs S Hunt and Cllr B Von Clemens.

Apologies: Cllr R Monksummers - Illness.

In Attendance: Town Clerk, Mrs Sylvia Dobie.

### **188. To approve the minutes of the previous meeting held on the 18<sup>th</sup> June 2018.**

It was proposed by Cllr Von Clemens and seconded by Cllr Mrs Toye “**that the minutes of the meeting held on the 18<sup>th</sup> June 2018 should be approved as a correct record of the meeting**”. The vote was unanimous. The Chairman duly signed the minutes. **RESOLVED.**

### **189. Declarations of Interest.**

Members are reminded of their obligations to declare their interests in the following items and to indicate the action they will be taking when the item is considered as per the National Association of Local Councils (NALC) Model Code of Conduct which has been prepared to comply with the requirements of Section 27 of the Localism Act 2011. **There were no declarations of interest.**

### **190. In Confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public shall be excluded during the discussion of the following items:**

Cllr Von Clemens proposed “**that Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public should be excluded during the discussion of the following items**”. Cllr Mrs Hunt seconded and the vote was unanimous. **RESOLVED.**

**Staff & Salaries Committee – 16<sup>th</sup> July 2018 – continued:**

**191. To receive a list of salaries and wages cheques and associated accounts for the month of July 2018.**

A list of salaries, wages and associated accounts had been circulated to members prior to the meeting.

Cllr Von Clemens proposed **“that the wages and salary cheques to the gross value of £40,075. 72p should be approved for payment”**. Cllr Mrs Hunt seconded and the vote was unanimous. **RESOLVED.**

**192. To receive a budget analysis, for the staff and salaries costs, for the 1<sup>st</sup> quarter of the Financial Year 2018-19.**

A budget analysis sheet identifying expenditure for each category compared with the budgeted figure for the year was issued with the agenda for the meeting.

The total employment costs for the first quarter of the financial year are in line with the budget figures of 25%.

Cllr Mrs Toye proposed **“that the first quarter budget analysis for employment costs for the FY 2018-2019 should be received and adopted”**. Cllr Von Clemens seconded and the vote was unanimous.

The Chairman took the opportunity to up-date members regarding the post of the new Town Clerk. Following the interview procedure held on the 19<sup>th</sup> June 2018 there was one outstanding candidate which made the choice very straight forward. The successful applicant was Mrs Julie Hawkins.

The meeting closed at 7.20pm.