ALFRISTON PARISH COUNCIL

www.alfristonparishcouncil.org.uk

CLERK TO THE COUNCIL Alfriston War Memorial Hall

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**Minutes of a Confidential Personnel Meeting of Alfriston Parish Council (APC), held in the Old Chapel Centre on Tuesday 22nd April 2025 at 7.30pm**

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**Present:**

Cllr D Monteath-Wilson (Chair) Cllr R Embry

Cllr J Watkins (Vice-Chair) Cllr A Harris

Cllr S Daw Cllr J Spring

**In attendance:**

Mrs Suzanna Dry – Parish Clerk

As this was a confidential meeting there were no members of the public present.

**239. Chair’s Welcome**

Cllr Monteath-Wilson thanked everyone for attending the meeting.

**240. Apologies for absence**

Cllr Parkinson had sent his apologies.

**241. To resolve that the matters on this agenda are to be discussed in confidence and the press and public be excluded.**

Cllr Embry proposed and Cllr Watkins seconded the motion that in view of the personnel matters to be discussed, this meeting is a confidential meeting as per the Meeting Act of 1960 and the public cannot attend. This was **RESOLVED** unanimously. The Agenda had been published in the normal way and the minutes will also be published for the public to see.

**242. To discuss and review the Clerk’s contractual hours.**

The Clerk explained that the current number of hours per week are not enough to get the job done. Cllr Spring was concerned that additional hours would mean an increase in costs and therefore an increase in the budget expenditure. The Clerk confirmed this year’s budget has allowed for an increase in hours, as agreed at the January Finance meeting. Cllrs discussed the proposal to increase the hours from 22.5hrs per week to 25hrs per week. Cllr Daw proposed and Cllr Watkins seconded a motion that the Clerk’s hours be increased from 22.5hrs to 25hrs per week. This was **RESOLVED** with a vote of 5 votes for and 1 vote against.

**243. To discuss and review the Clerk’s Annual Performance Increment.**

A copy of the Clerk’s Annual Appraisal had been sent to all Cllrs. Cllrs discussed, Cllr Spring then proposed and Cllr Embry seconded a motion to increase the Clerk’s hourly rate by one spinal column point. This was **RESOLVED** unanimously.

**244. Date of next meeting**

The next meeting will be held on Monday 28th April 2025 at 7.15pm in the Alfriston War Memorial Hall.

The meeting was closed by the Chair at 8.00 pm