



**Minutes of a meeting of Rhuddlan Town Council's Personnel Committee held at the Community Centre, Parliament Street, Rhuddlan on Thursday 9<sup>th</sup> March 2017.**

**PRESENT:** Cllrs. A. Roberts (Chairman) S. King, A Smith and M. Kermode (Clerk for the meeting); together with the Town Clerk.

- 1. DECLARATIONS OF INTEREST** – None
- 2. URGENT MATTERS AS AGREED BY THE CHAIRPERSON** – None.
- 3. MINUTES** – The minutes of the meeting held on 5<sup>th</sup> January 2017 had previously been considered and approved by the Town Council.
- 4. MATTERS ARISING:**
  - a. The Town Clerk's contract of employment had been updated and signed off.
  - b. The first incremental increase in salary will take place on 1<sup>st</sup> April 2017.
  - c. Continued Professional Development and training/networking opportunities were discussed and it was agreed to recommend that the Town Clerk should attend the SLCC quarterly meetings and that Cllr. Kermode be invited to attend the SLCC/One Voice Wales Conference in Mold on 12<sup>th</sup> July.
- 5. PART 2 BUSINESS** – It was proposed, duly seconded and unanimously agreed that in accordance with Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item of business because it is likely that exempt information as defined in paragraph 1 of Part 4 of Schedule 12A of the Act would be disclosed.
- 6. PENSION ARRANGEMENTS** – The Town Council had authorised the Personnel Committee to set up pension arrangements for the Town Clerk commencing on 1<sup>st</sup> April 2017. Cllr. Kermode had circulated a report which was based on his researches and his discussions with the Clwyd Pension Fund team at Flintshire County Council. There were two main options, one was the Clwyd Pension Fund and the other was the National Employment Savings Trust (NEST) which had been set up by the Government to offer employers and employees access to an occupational pension arrangements. Councillors discussed the costs and benefits of the options, together with the views of the Town Clerk. It was resolved unanimously to set up pension arrangements under the NEST scheme; the 2017-18 budget makes provision for an employer contribution of £1,200 and the employee contribution will be on a ratio of 2:1.