



RAUNDS TOWN COUNCIL

25 November 2022

Dear Councillor,

You are summoned to attend a meeting of the **Personnel Committee of Raunds Town Council** to be held in the Council Chamber at the Town Hall, Thorpe Street, Raunds, on **Thursday 1st December 2022 at 7.30pm.**

Press and Public welcome.

Steve Tucker

Mr Steve Tucker
Interim Clerk to the Council.

AGENDA

- 439.22 To receive apologies for absence.**
- 440.22 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.**
- 441.22 Notification of members questions in compliance with the council's standing orders.**
- 442.22 Declarations of Interest.**
- COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND LEAVE THE MEETING FOR THAT ITEM.
- 443.22 Minutes:** To note the minutes of the Personnel Committee meeting held on 9 June 2022 which were approved at Full Council on 14 June 2022. (Copy via link.)
- 444.22** *The press and public will be excluded from the following agenda items due to the confidential nature of the business under the Public Bodies (Admission to Meetings) Act 1960.*
- 445.22 Establishment Report:** To receive a confidential update report from the Clerk. (Report herewith.) (Pages 3-24)
- 446.22 Timesheets:** To review staff timesheets. (Copy herewith.) (Pages 25-32)
- 447.22** *The press and public will be admitted for the following agenda item.*
- 448.22 Budget 2023/24:** To set the Personnel Committee budget for the next financial year (Information herewith.) (Page 33)

Raunds Town Council

Annual Budget - By Centre (Actual YTD Month 7)

	<u>2021/22</u>		<u>2022/23</u>		<u>2023/24</u>					
	<u>Budget</u>	<u>Actual</u>	<u>Total</u>	<u>Actual YTD</u>	<u>Projected</u>	<u>Committe</u>	<u>Projected Increase of 5%</u>	<u>10% EMR</u>	<u>Carried</u>	
4000 Salaries (Hall)	108095	86147	120000	59563	0	0	126000	132000	0	0
4005 Salaries (Temp Staff)	0	42749	0	6627	0	0	0	0	0	0
4015 Pension Costs (Council Cont.)	32674	21989	26000	19739	0	0	27300	28600	0	0
4020 Car & Expenses Allowances	0	706	1000	460	0	0	1050	1100	0	0
4030 Staff Training	2500	2390	3000	495	0	0	3150	3300	0	0
4033 Clerk's Training & Development	0	4281	0	803	0	0	0	0	0	0
4035 Payroll Charges	569	390	400	280	0	0	420	440	0	0
4040 Recruitment	517	4728	3000	2200	0	0	3150	3300	0	0
4045 Protective Clothing	0	138	300	0	0	0	315	330	0	0
Overhead Expenditure	144355	163519	153700	90166	0	0	161385	169070	0	0
Movement to/(from) Gen Reserve	(144,355)	(162,178)	(153,700)	(90,166)	0	0	(161,385)	(169,070)		