



Date: 25th March 2025

Dear Councillors,

You are hereby summoned to attend the meeting of the Staffing Committee on Tuesday 1st April 2025 at 7:00 PM to be held at the Lutterworth Town Council office

Members are reminded that apologies for absence for all Council meetings should be sent to the Town Clerk prior to the start of the meeting. They will only be recorded as accepted by the Council if the member has sent in their apologies and by giving reason.

Members of the press and public are welcome to attend.

Councillors: V Cooper, D Gair, S Lonsdale, R Nunn, S Simms

25/SC/41 Apologies

To receive and approve apologies for absence.

25/SC/42 Declaration of Interest

To receive any declarations of interest and to consider requests for dispensations from members of matters in which they have a disclosable pecuniary interest.

25/SC/43 Appraisals

Please find the attached Appraisals/objectives set for 2025-2026. (pages 3 - 22)

25/SC/44 Pay Scale Increases 2025-2026

Please find the attached Tabled Report A regarding pay scale increases together with excel spreadsheet with comparison salaries and cost's involved to Council for consideration and Pay Scale report for 2023-2024. (Pages 23-56)

25/SC/45 Employee Updates

Please find the attached information on annual leave, sickness and toil records. (Pages 51 - 60)

25/TC/46 LRALC Job Evaluations

The chair of the Staffing Committee has received correspondence from LRALC that they were going to put together a template letter of rejection of the job evaluations to allow the Council to reply to the employed staff and the chair will give an update at the Staffing Committee meeting.

25/SC/47 Next Meeting

The date of the next Staffing Committee meeting will be after the Annual Town Council meeting which is on Tuesday 13th May 2025 where new committee dates for 2025-2026 will be determined and approved.



**Carol Mobbs,
Town Clerk**