

QUEDGELEY TOWN COUNCIL

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Minutes of the Meeting of the Staffing Committee held at Quedgeley Community Centre on Monday 1st September 2025 at 6:45 pm.

PRESENT Cllr J Powell, Cllr N Lee, Cllr C Pearce (CP) Cllr V Ranford (VR) and Cllr L Bradford (LB).

OFFICER PRESENT No Officer present.

	The Town Clerk is the relevant Officer, both items on the Agenda relate to the Town Clerk role. To avoid a potential conflict of interest Town Clerk not present. Agreed: Cllr Lee to take minutes and forward to the Committee Chairman for distribution.
SS. 014/25-26	Apologies Cllr T Wnukowska and Cllr M Robinson - noted
SS. 015/25-26	Adoption of Staffing Committee Minutes dated 21st of July 2025. Cllr Ranford PROPOSED to adopt the minutes for the 21st of July as an accurate record. Seconded: Cllr Bradford. Vote. Unanimous. So resolved
SS. 016/25-26	Declarations of Interest None and no public present Public Bodies (Admission to Meetings) Act 1960. The Council will by resolution exclude the public from Items 4 & 5 due to the confidential nature of the business to be transacted and publicity of the item would be prejudicial to the public interest. PROPOSED Cllr Powell. Seconded: Cllr Ranford. Vote. Unanimous. So resolved
SS. 017/25-26	Staff Reviews - to note outcome of the Town Clerk's annual review. Cllr Ranford briefed the Committee on the outcome of the Town Clerk's annual review on 18th of August 2025 with Cllrs Ranford, Hobbs and Lee. Cllr Ranford PROPOSED to accept the appraisal record. Seconded: Cllr Potter: Vote unanimous. The appraisal record was signed by Cllr Powell on behalf of the Committee. So resolved

SS. 018/25-26	Staff Pensions: a). To consider and determine the appropriate course of action regarding the Town Clerk, whose contract is not currently aligned with the National Joint Council for Local Authorities, specifically in relation to immediate enrolment into the Local Government Pension Scheme, and the review of previous service years for potential pensionable inclusion. The consensus is that the Clerk has received a staff pension in accordance with the Terms of Contract of Employment (shared with the committee by the Clerk) since commencing employment (approx. 13 years).
SS19/25-26	b). To consider and agree enrolment of office staff into the Local Government Pension Scheme. The consensus is that all staff should be offered common conditions of service including pension provision in accordance with legal requirements and our long-standing Terms of Contract Employment. The Business Case circulated by the Clerk was considered. Concern was expressed about budget implications of adopting the LGPS compared to NEST, and of potential upward drift of costs. Concern was expressed about the lack of consideration of any other alternatives. Budget implications (at current salary rates) to be requested from RFO with projections for future years. Consensus opinion was that the committee should seek external advice concerning staff pensions. Chairman to seek advice from appropriate sources. Vote: none taken: <i>Agreed: refer back to future meeting once information confirmed.</i>

Meeting closed: 7.25 pm
Date of next meeting – TBC