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Paper prepared by: Clerk to the Parish Council for the Policy and Resources Committee Meeting: 15.11.23

Agenda Item 4a: Employment matters relating to members of staff - to note the implementation of the new pay scales for the Clerk, Deputy Clerk, Newsletter Editor and Litter Picker all of whom are employed under National Joint Council for Local Government Services (NJC) Contracts.

Background:

1. NALC Employment Briefing E01-23 2022-23 Local Government Services Pay Agreement 2023 has been released indicating new pay scales for 2023 to be implemented from 1 April 2023. The calculations have been checked by the Association of Local Council Clerks (ALCC) and are based on changes agreed by the National Joint Council for Local Government Services (NJC).
2. The Clerk/RFO has been appointed to a single salary point (LC3 SCP 37-41) with annual reviews.
3. The Deputy Clerk has been appointed to a single salary point (LC2 SCP 24-28) with annual reviews.
4. The Newsletter Editor has been appointed to a single salary point (LC1 SCP 5-6) with annual reviews.
5. The Litter Picker has been appointed to a single salary point (below the LC Scale) with annual reviews.

Proposal: Committee to note and approve the implementation of the new National Salary Award and to note the impact on the Staffing Budget.

Clerk:

1. Extra cost to the Parish Council assuming hours remain as contracted and excluding annual reviews will be approx. **£4,245** for the year 23-24 (inclusive of Employer's National Insurance and Pension Contributions).

Deputy Clerk:

2. Extra cost to the Parish Council assuming hours remain as contracted and excluding annual reviews will be approx. **£4,085** for the year 23-24 (inclusive of Employer's National Insurance and Pension Contributions).

Note new deputy clerk in post on enhanced role effective 15th August 2023.

Note includes back dated pa award for previous deputy clerk whilst in post.

Newsletter Editor:

3. Extra cost to the Parish Council assuming hours remain as contracted and excluding annual reviews will be approx. **£300** for the year 23-24.

Litter Picker:

4. Extra cost to the Parish Council assuming hours remain the same and excluding annual reviews will be approx.: **£416** for the year 23-24.

Total increase to wage budget in region of £9,046

Impact on budget:

Overall staffing budget stands at £85,234.

Projected expenditure to 31.03.24 stands at £97,053.