

Sheringham High School
GOVERNORS PERSONNEL COMMITTEE

Confidential Minutes of Meeting – Tuesday 22nd September 2015 at 17.00, room 44

PRESENT:

Mrs Constance Tyce – Chair (CT)
Mrs Gill Pegg (GP)
Mrs Penny Bevan Jones (PBJ)
Dr Andrew Richardson (AR)
Mr John Wollocombe (JW)

IN ATTENDANCE:

Miss Natasha Allen – Clerk (NA)

This being the first meeting of the academic year, the Clerk asked for nominations for Chair. GP proposed that CT take the Chair, which was seconded by PBJ; CT accepted.

1) APOLOGIES

There were no apologies received. MA was absent.

2) DECLARATIONS OF PECUNIARY INTEREST

There were no declarations.

3) CONFIDENTIAL MINUTES OF 23.06.2015

These were taken as read. After 3 small amendments were made and initialled by the Chair, it was resolved to accept these minutes and the Chair signed them as a true record of that meeting.

4) STAFFING UPDATE

The Chair asked AR to present his update. AR handed out a list of the latest pay scales for the staff, indicating where they are currently and showing points available. AR informed the meeting of his recommendations for an increase in increment/or not for each member of staff in turn, providing explanations for his decisions. I have attached the notes made on the list, indicating increases, to be filed with the minutes. JW asked what the increment rises would cost if the governors approved the recommendations. AR said that he had previously budgeted for all staff to progress, therefore the fact that some would not have increases due to performance, value added, or being new to their roles, meant that the cost was under budget.

5) TLR REVIEW

AR handed out a list of the current TLRs and Recruitment/Retention payments being paid to staff. AR said it had been a useful exercise and flagged up missing documents on personnel files where roles had been changed. EPM had advised that for a school of SHS's size the list was not excessive. AR summarised the reasons for all the payments. REDACTED (Personal)



Signed as a true and accurate record

Chair Constance M Tyce Date 10.12.15

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[REDACTED]

6) STANDING ITEMS – SAFEGUARDING

This was discussed thoroughly at the latest Full Governing Body meeting of 08.09.15 with a report from JM. This report is filed with the minutes of that meeting.

7) MATTERS ARISING

REDACTED (Personal) [REDACTED]

8) AOB

None.

9) DATE OF NEXT MEETING

The next meeting of the Personnel Committee will be on 15th December 2015 at 17:00 in room 44.

There being no further business, the meeting was closed at 18:04.

Signed as a true and accurate record

Chair Constance M Tyce Date 15.12.15