

Shavington-cum-Gresty Council
Staffing Committee meeting
Main Road,
Shavington, Crewe
CW2 5DP
www.shavingtononline.co.uk



MINUTES of the meeting held on 15 September 2026 at 7.30pm

In attendance: Cllrs K. Cruickshank, S, Jones and R. Jones

ScG/S1/01	To elect the Chair and Vice Chair of the Staffing Committee Cllr K. Cruickshank and Cllr S. Jones were elected as Chair and Vice Chair respectively
ScG/S1/02	To receive and consider apologies for absence Apologies were received from Cllr Buchanan
ScG/S1/03	To note declarations of Members' interests No declarations of interest were made
ScG/S1/04	To confirm and sign the minutes of the Staffing Committee Meeting held on 18 March 2026 (attached) The minutes were signed as an accurate record of the meeting
ScG/S1/05	To receive and consider the YTD financial position of the Staffing Committee (attached) Members NOTED the update
ScG/S1/06	To note the 2026/27 NJC national pay award and recommend its implementation for Council employees with effect from 1 April 2026, including payment of any backpay due (attached) Members NOTED the update and recommended to Full Council the implementation for Council employees including back pay to April 2026.
ScG/S1/07	To receive a report on the incorrect treatment of tax for the Cheshire Pension Scheme and actions to remedy this (attached)

	Members NOTED the update and approved the necessary increased costs for our payroll provider to complete the additional work to remedy.
ScG/S1/08	To consider and inform the budget setting process for 2025/26 financial year (attached) Member RECOMMENDED the budget to go to Full Council
ScG/S1/09	To consider a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of items 10 and 11 on the grounds that the matters contain sensitive information and by reason of confidential nature of the business being transacted. RESOLVED: to exclude the press and public from items 10 and 11
ScG/S1/10	To receive an update on the probationary review of the Communications and Events Officer and note that the probationary period has been successfully completed and signed off following the review held in August 2026. (verbal) Members NOTED the update
ScG/S1/11	To consider and recommend the Clerk's contractual salary progression, including: • the annual salary scale increment due from September 2026 in accordance with the Clerk/RFO's contract of employment; and • an additional one-point salary scale increase upon successful completion of the Certificate in Local Council Administration (CiLCA), back dated to September 2025, in accordance with the previously agreed terms, following confirmation of the qualification results. Members RECOMMENDED the Clerk's contractual salary to increase one scale point from sign off and an additional scale point, back dated to September 2025, upon her producing a certificate for her CiLCA qualification evidence to the Chair of the Council, and Chari an Vice Chair of Staffung Committee.
ScG/S1/12	To note the date of the next Staffing Committee meeting – 10 March 2027, 7:30pm Members NOTED the date of the next meeting

Chair: Cllr K. Cruickshank
Clerk: H. Marshall
Meeting Closed: 1954

