

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
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Date: 27th August 2026

To: Members of the Staffing & Governance Sub – Committee.

You are summoned to attend a Meeting of the Staffing & Governance - Sub Committee to be held on
Thursday 3rd September 2026 at Ellesmere Town Hall at 6.15pm for the transaction of business as
set out in the agenda below.

Yours sincerely,

Joanne Butterworth
Town Clerk & Responsible Finance Officer

AGENDA

- SG 09/26/01 Election of Chair.** To elect a Chair for the 2026/2027 Municipal Year.
- SG 09/26/02 Election of Vice Chair.** To elect a Vice Chair for the 2026/2027 Municipal Year.
- SG 09/26/03 To receive apologies and reason for absence.**
- SG 09/26/04 Disclosure of Personal and Prejudicial Interests.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 section 31 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members are reminded that they are required to **leave the room** during the discussion and voting on matters in which they have a Disclosable Pecuniary Interest, whether or not the Interest is entered in the register of members' interests maintained by the Monitoring Officer.

- SG 09/26/05 Grant Dispersations.** In pursuance of the Localism Act 2011 section 33 to report on any dispensations requested/granted.
- SG 09/26/06 Minutes.** To read and confirm the minutes of the meeting of the Sub-Committee held on 2nd February 2026. [View draft minutes.](#)

Birthplace of
Eglantyne Jebb

FOUNDER



**Save the
Children**

- SG 09/26/07** **CiLCA Qualification.** To note that the Clerk passed her CiLCA course on the 5th July 2026, which now means that the Town Council are officially eligible to hold the General Power of Competency. The council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk, this will be on the September agenda.
- SG 09/26/08** **Exclusion of Press and Public.** To resolve “That by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they may involve the likely disclosure of confidential information as defined in the Acts”.
- SG 09/26/09** **Minutes.** To read and confirm the confidential minutes of the meeting of the Sub-Committee held on 2nd February 2026.
- SG 09/26/10** **Staffing report.** To receive a verbal staffing report.
- SG 09/26/11** **2026-2027 National Salary Award.**
(a) **Pay Scales.** To discuss the new scales agreed by NALC to be implemented from the 1st April 2026 and approve necessary changes, agreed under confidential minute number SG 12/25/10, which have been budgeted for. These minutes will be shared at the meeting.
(b) **Backpay.** To agree the backpay from the 1st of April 2026 for all staff members.

