

**Minutes of the meeting of the Staffing & Governance Sub-Committee held on Thursday 3rd
September 2026, 6.15 pm at Ellesmere Town Hall.**

PRESENT: Chair: Cllr P, Goulbourne
Town Councillors: G Elner, G Hutchinson, P Jones

Town Clerk & RFO: J Butterworth
Assistant Town Clerk and
Assistant RFO: G Whitley

SG 09/26/01 **Election of Chair.**

It was Proposed by Cllr G Hutchinson, seconded by Cllr G Elner and,

RESOLVED: that Cllr P Goulbourne be elected as chair of the Staffing & Governance Sub-Committee for the 2026/2027 municipal year.

SG 09/26/02 **Election of Vice Chair.**

It was proposed by Cllr G Elner, Seconded by Cllr P Goulbourne and,

RESOLVED: that Cllr G Elner be elected as Vice Chair of the Staffing & Governance Sub-Committee for the 2026/2027 municipal year.

SG 09/26/03 **To receive apologies and reason for absence.**

Cllr Proffitt gave apologies due to work commitments.

It was proposed by Cllr P Goulbourne, seconded by Cllr P Jones and,

RESOLVED: that the apologies received by Cllr Proffitt be accepted.

SG 09/26/04 **Disclosure of Personal and Prejudicial Interests.**

None requested.

SG 09/26/05 **Grant Dispensations.**

None requested.

SG 09/26/06 **Minutes.**

It was proposed by Cllr P Goulbourne, seconded by Cllr G Hutchinson and,

RESOLVED: that the minutes of the Sub-Committee held on 2nd of February 2026 be approved and signed by the chair as a true record.

SG 09/26/07 **CILCA Qualification.**

The Clerk passed her CiLCA qualification on the 5th July 2026. **Noted.**

SG 09/26/08 **Exclusion of Press and Public.**

It was moved by Cllr G Hutchinson, seconded by Cllr P Goulbourne and,

RESOLVED - “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 following items of business on the grounds it may involve the likely disclosure of confidential information as defined in the Acts”.

SG 09/26/09 **Minutes.**

It was proposed by Cllr Goulbourne, seconded by Cllr G Elner and,

RESOLVED: that the confidential minutes of the Sub-Committee held on the 2nd of February 2026 be approved and signed by the Chair as a true record.

SG 09/26/10 **Staffing Report.**

The Clerk delivered a verbal report to members.

SG 09/26/11 **2026/2027 National Salary Award.**

(a) Pay scales.

The clerk advised that the new scales had been received from NALC.

The Clerk left the room.

(b) The Clerk advised that the Deputy Clerk had calculated the back pay awards from 1st April 2026 based on the new figures provided by NALC. She informed members that Ellesmere Town Council had allowed in this year’s budget for a 3% salary increase however NALC had awarded a 3.3% increase so a difference in budget will show.

The Clerks new salary scale point was also approved.

The Clerk returned to the meeting.

The meeting Closed at 19:04 pm.

Chair:

Date: