

# St Paul Malmesbury Without Parish Council

## Report #10.8

### Parish Clerk Salary

#### 1. Purpose of the report

1.1 To request Council to consider uprating the clerk's salary scale to LC1, Above Substantive Range.

#### 2. Background

2.1 There is a national salary scale for local government staff which this council uses to determine the remuneration of the clerk. The current version is circulated as an Appendix.

2.2 The clerk was appointed in 2020 to the Substantive Range of the scale LC1. Her contract terms allow for an annual review of salary, with the ability to increase by one spinal point for good performance. After three years of such performance she had reached the top of the Substantive Range in December 2023. Only national negotiated increases to hourly rates could now change her pay rate.

2.3 The Personnel Committee, with the chair of the Finance Committee, met in September to consider, and agree, a likely salary budget for 2025-6 and discussed the feasibility of raising the clerk to the Above Substantive Range. The reasoning behind this was

- the consistently high quality of the work output
- the additional elements of the role that have been undertaken in a reliable and proactive way, for example, significantly more complex projects requiring delivery including a major tendering exercise, increased liaison with WC officers
- the relatively low hourly rate being paid for the current level of responsibility, as both clerk and RFO

2.4 Given the above it was agreed that council's view would be sought for such a course of action.

#### 3. Options

3.1 To make no change

3.2 To agree to raise the clerk salary scale to the Above Substantive Rate scale as from financial year 2025-26

#### 4 Financial Implications

4.1 The chair of the Finance Committee confirmed that option 3.2 would not place undue pressure on the budget over the next five years (there are 5 spine points within this new salary scale). To put this move into the Above Substantive Range in context, the hourly salary uplift would be 24p equating to £100 in annual salary. The difference, not including potential annual national pay agreements would be...

- current hourly rate - £13.73
- the current top of the Above Substantive Range hourly rate, embracing the five spine points - £14.95

#### 5. Recommendation

5.1 The council is recommended to support Option 3.2